



# HURON-PERTH CATHOLIC

## District School Board

### Application to Principal to be a Volunteer Driver

This will authorize:	
	(Name of the teacher or another volunteer driver)
1. To transport students participating in the events listed on the attached school schedule OR	
2. To transport students participating in the following school activity:	
Description of activity:	
Vehicle Information:	
Make:	
Model:	
Date:	
School Name:	
Principal's Signature:	

All \* **Volunteer Drivers** are advised that, in order to bring into effect the Board's Excess Insurance coverage, they must:

- a) Use a licensed automobile which carries valid third-party liability insurance as required under legislation in the Province of Ontario.
- b) Provide the Board prompt written notice, with all available particulars, of any accident arising out of the use of a licensed automobile during a trip on business of the Board.
- c) Be aware that the Board's excess liability insurance comes into effect only after the Volunteer Drivers insurance has been exhausted, to a combined total of \$20,000,000.
- d) Have a minimum of \$1,000,000 insurance liability.

*Note: \* A Volunteer Driver is defined as any person authorized by the Board who has agreed to be a driver for an Educational Excursion while they are driving their own or another licensed automobile (includes trustees, employees, teachers, parents, volunteers and officials of the Board). Employees of the Board are not required to transport students nor should this be an expectation of staff who volunteer for co-instructional activities. **Under no circumstances shall students transport other students.***

1. **Declaration to be signed by Driver: I declare that I am 18 years of age or older and I am fully licensed:**

- I am licensed to drive in Ontario and my vehicle is insured by valid automobile liability insurance as required by Ontario law.  
\_\_\_\_\_ / # \_\_\_\_\_ (Insurance Company/Policy Number)
- The vehicle is mechanically fit and that there are seat belts in working condition for all passengers.
- Where the vehicle is equipped with passenger-side airbags, I will comply with the advice contained in the owner's manual with respect to the safety of children seated in the front seat.
- When transporting children who weigh less than 18 kg (40 lbs.) appropriate car/booster seats are provided and properly secured per the manufacturer's instructions.
- I have an up-to-date police vulnerable sector record check on file with the school.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

2. **Declaration to be signed by the owner of the vehicle** (if the volunteer driver does not own the vehicle):

- I declare that:
- I have authorized \_\_\_\_\_ to drive my vehicle

\_\_\_\_\_ *Vehicle Make/License Number*

- To transport students participating in the school event(s) listed on this form.
- He/She is 18 years of age or older, properly licensed to carry passengers and is fully insured as a driver under the vehicle liability insurance as required by Ontario Legislation. \_\_\_\_\_ *Insurance Company/Policy Number*
- The vehicle is mechanically fit and that there are seat belts in working condition for all passengers.
- Where the vehicle is equipped with passenger-side airbags, he/she will comply with the advice contained in the owner's manual with respect to the safety of children seated in the front seat.
- When transporting children who weigh less than 18 kg (40 lbs.) appropriate car/booster seats are provided and properly secured per the manufacturer's instructions.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Revised: May 11, 2022

