



Field Trip Driver Agreement Form

All volunteers or employees operating their own vehicles to transport students on officially authorized school business or related school activities must have this statement on file in the school office prior to driving. All drivers should be aware of the following and initial the lines.

____ (Initial) 1. The individual's own automobile liability insurance will always be considered as primary coverage. The school's policy will provide coverage for excess damages over and above the individual's primary coverage.

____ (Initial) 2. All travel by private car requires prior written approval by the responsible administrator (or his/her designee), in order to establish that the activity is part of the school's program. This written approval must be on file prior to the commencement of the trip.

____ (Initial) 3. The school does *not* provide collision, comprehensive, or other insurance coverage to cover damage or loss to a volunteer's or an employee's vehicle. See #1 regarding liability coverage.

____ (Initial) 4. School personnel and parents who transport students must be at least 21 years of age. All other volunteer drivers must be 25 years of age.

____ (Initial) 5. Each student being transported must be provided with an individual seat belt.

____ (Initial) 6. The use of pick-up beds (with or without camper shells) shall not be permitted in transporting students.

____ (Initial) 7. No smoking or cell phone use is allowed while the vehicle is being driven on any roadway.

Volunteer or employee must meet the following minimum requirements:

____ (Initial) 8. Insurance coverage: \$100,000 to \$300,000 bodily injury liability; \$50,000 property damage liability; \$2,500 medical payment.

____ (Initial) 9. Driver records are public records. I consent to the school checking my driver records from the Department of Motor Vehicles.

____ (Initial) 10. I have a clean driving record and have not been convicted of drunk driving, driving under the influence of drugs, or of reckless driving in the last five (5) years.

____ (Initial) 11. I certify that the automobile listed below is regularly maintained and kept in good operation order.

____ (Initial) 12. I certify that my vehicle is equipped with one seat belt for each student riding in my vehicle.

Name of driver: _____ **Driver's license #:** _____

Make of vehicle: _____ **Vehicle license #:** _____

Passenger capacity (with individual seat belts): driver + _____ passengers.

Signature of driver _____ Date: _____

Authorized Credo High School signature _____ Date: _____