



VOLUNTEER DRIVER APPLICATION FORM

SCHOOL: Kanaka Creek Elementary

Date: _____

Driver's Name: _____
Last First initial

Address: _____
Street city/province postal code

Telephone: _____

VEHICLES TO BE USED (PLEASE UPDATE IF VEHICLE OWNERSHIP CHANGES)

	Vehicle 1	Vehicle 2
Year/Make/Style		
Colour		
License Plate		
Passenger Capacity		
Owner's Name		

NAME(S) OF STUDENT(S):

Relationship to student(s):

Expiry Date:

 (2 years from date of approval)

REQUIREMENTS

1. Vehicles used for student transportation must be rated appropriately, insured and maintained with a minimum Third Party Liability insurance of \$1,000,000. The Schools Protection Program has a special ICBC policy in place that provides coverage in excess of \$1,000,000. The vehicle must be properly equipped with seat belts for each occupant; seat belts must be secured when traveling.
2. The School District does not accept responsibility for any damage to the vehicle in the event of an accident, nor for deductible, loss of insurance discount or loss of use. The School District provides Excess Third Party Liability coverage for volunteer drivers and owners while lawfully operating vehicles on behalf of the School District.
3. The volunteer driver and owner should ensure that, to the best of his/her knowledge, the motor vehicle used for student transportation, is in good mechanical condition, with appropriate tires to meet weather conditions.
4. Vehicles used will only be driven by the applicant who has been approved by the principal after consideration of the driver abstract information. Generally, two or more traffic violations or an accident involving personal injury or property damage in the year preceding the date of issue of the driver's abstract, would disallow approval. The principal retains discretionary authority to approve volunteer drivers.
5. Only adults (19 years of age) can transport elementary students. All children under 12 years of age must ride in the back seat.
6. If transporting secondary students outside the Fraser Valley or Metro Vancouver, the driver must be an adult.
7. Student drivers may be considered as Volunteer Drivers only if they hold a valid "N" (Novice Licence) or a regular Driver's Licence. If the student holds a valid "N" (Novice Licence), then they are to transport not more than themselves and one passenger. Both the passenger and the novice driver must have written parental permission.
8. The applicant must have held a valid driver's license for at least one year and the Volunteer Driver must provide the principal with a current driver license abstract for consideration.
9. The applicant must notify the Principal if any events occur that negatively impact on the driver's suitability to transport students as a volunteer.
10. Smoking **is not** allowed in vehicles while transporting students.
11. The applicant must not, at any time during his/her performance as a volunteer driver, use any alcoholic beverages or use any restricted substances.
12. The applicant must not operate the vehicle in an unsafe manner or in contravention of any statute or regulation governing the operation of motor vehicles.
13. The information collected for the purposes of screening prospective volunteer drivers will be retained by the principal and will be subject to the requirements of the Freedom of Information and Protection of Privacy Act. The driver abstract will be retained in a confidential file.

The applicant's driver's licence must meet Motor Vehicle Act regulations for the vehicle being driven.

I have read the above items regarding transportation of students for sanctioned school activities and accept and agree to follow these school district requirements.

 Driver's Signature

 Date

 Parent/Guardian's Signature (for all Novice Drivers)

 Date

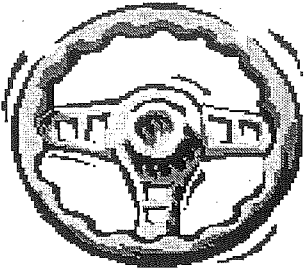
 Principal's Approval (signature)

 Date

Form Revised: February 2008

PLEASE READ OTHER SIDE

DRIVER'S ABSTRACTS



Volunteer drivers are very important to the success of school activities. We appreciate your help in enriching the children's learning experiences.

The school board and I.C.B.C. requires all volunteer drivers have a Driver's Abstract and a Volunteer Driver Form on file at the school BEFORE any driver is allowed to take any child, other than their own, on a school outing. Driver's abstracts will expire 2 years from the date of approval.

Obtaining your driving record (Driver's Abstract)

Your B.C. driving record lists your licensing transactions and offenses over the last 5-year period. You can get a **FREE** copy of your B.C. driving record from a driver licensing office. Here's the process:

IN PERSON

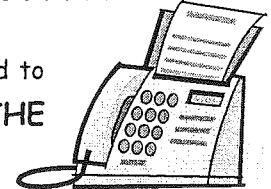
1. Go to any driver licensing office. Bring:
 - * your B.C. driver's license, or
 - * one piece of primary identification and a second piece of either primary or secondary ID.

BY EMAIL: (Easiest Method) *please have a copy sent to kc_reception@sd42.ca*

<http://www.icbc.com/driver-licensing/getting-licensed/Pages/Your-driving-record.aspx>

BY PHONE

You can also call **1-800-950-1498** and they will mail or fax your driving record to you. If you wish you may have your Driver's Abstract **FAXED DIRECTLY TO THE SCHOOL 604-467-8073.**



Your driver's abstract can be mailed or faxed to you. It is available by visiting a Driver Licensing Office or by calling the Driver Licensing Information line at 1-800-950-1498 or 250-978-8300 in Victoria, or the Public Information line at 1-800-663-3051. **Only the license holder can request this document.**

For Maple Ridge, visit:

Government Agent

175- 22470 Dewdney Trunk Road , Maple Ridge, B.C.

Phone no: 604-661-2255

Hours: 8:30 - 4:30 Mon. to Fri.

