

Appendix B to 6020 Extended Field Trip Procedures

Volunteer Driver – Authorization to Transport Students

This will authorize _____ (name of teacher or other volunteer driver)

1. To transport students participating in the events listed on the attached school schedule, OR
2. To transport students participating in the school activity
3. Vehicle Information: Make _____ Year: _____
4. Vehicle License Plate #: _____

Please be aware that any damage to the volunteer’s vehicle, the cost of any insurance deductible or premium adjustment as a result an accident while the vehicles is being used on board related business is NOT covered by the Board’s insurance and will be the responsibility of the volunteer.

A “volunteer driver” is defined as a person authorized by the Board who has agreed to be a driver for a certain trip while they are driving their own or another licensed automobile. It is required that drivers carry a minimum of \$1 million of third-party automobile liability insurance.

Auto Insurance Company _____ Policy No. _____

Limits of third-party liability coverage _____ Date of Expiry: _____

School: _____

Principal’s Signature: _____

Date: _____

Volunteer / Trip Driver’s Signature: _____

(I acknowledge by signing this that I have read and understood the terms above)