

**603 Transportation AP – Volunteer Drivers**

1. Volunteer drivers must sign the Extra/Co-curricular Transportation Volunteer Driver form attesting to their acceptance of and compliance with these conditions.
2. Volunteer drivers shall be aware of and adhere to all Alberta Transportation regulations and all laws and regulations pertaining to the operation of a motor vehicle in the Province of Alberta.
3. All volunteer drivers must provide proof of a valid Class 3 or Class 5 Operators License and a driver's abstract.
4. If a driver's abstract shows six or more demerits, the driver shall not be allowed to transport students.
5. Volunteer drivers are to follow and support school policies that have been developed for student and staff conduct. If any question of policy or conduct arises, the volunteer agrees to accept the decision of the teacher advisor who is responsible for the trip.
6. All volunteers agree to refrain from the use of alcohol, banned substances and tobacco products. Smoking is not permitted in private vehicles that are used for student transportation.
7. It is the responsibility of the Principal to review all pertinent policies with the volunteer driver prior to the planned departure. All participants on school-sponsored travel must acknowledge the school policies and rules that apply during a regular school day.
8. Parents may only transport students, other than their own children, if the Principal has designated them to be school-approved transportation.
9. Volunteer drivers must notify their insurance companies that they will be acting as volunteer drivers. Drivers are required to provide proof of two-million-dollar liability insurance coverage to the Principal at least two days prior to the start of the trip.
10. Volunteer drivers will be held liable if they are shown to be negligent.
11. In the event of an accident, the driver's insurance will be primary insurance to the limits of the driver's policy and the Division's insurance, if applicable, would only respond as an excess or secondary insurer.
12. Extra/Co-Curricular Transportation

**VOLUNTEER DRIVER FORM**

**603 Transportation AP – Volunteer Drivers**

NAME: \_\_\_\_\_  
PLEASE PRINT

SCHOOL: \_\_\_\_\_

I hereby confirm that I have read the conditions outlined in Policy T204 Volunteer Drivers and that I accept these conditions.

I confirm that I:

1. am insured for a minimum of two million dollars' worth of public liability insurance on my automobile insurance policy
2. have provided proof of this coverage to the principal
3. have notified my insurance company I am acting as a volunteer driver
4. have provided proof of a valid Class 3 or Class 5 Operators License
5. have provided a satisfactory driver's abstract.

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Signature of Volunteer Driver

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Date