



# Volunteer Driver Authorization Form

School: Parkcrest Elementary School Student's Name: \_\_\_\_\_

Surname: \_\_\_\_\_ First Name: \_\_\_\_\_ ☐ Mr. ☐ Ms.  
☐ Mrs. ☐ Miss

Address: \_\_\_\_\_

Home Phone #: \_\_\_\_\_ Work Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Vehicle: \_\_\_\_\_ Year: \_\_\_\_\_ Make: \_\_\_\_\_ License #: \_\_\_\_\_

Registered Owner (if different than above): \_\_\_\_\_

Amount of Insurance Liability (minimum \$1 million)\*: \_\_\_\_\_ Number of Seatbelts: \_\_\_\_\_

\* *Under the Ministry of Education's self insurance program, district employees and volunteer drivers have supplemental liability coverage while on school-approved activities.*

In accordance with Burnaby School Board Policy #3-05 (*Transportation of Students*), it is the responsibility of the driver to ensure the following conditions are met.

- A) All passengers must wear seat belts, approved booster seats or child restraint seats as required by the B.C. Motor Vehicle Act (revised 2007) and Policy 3-05.
- B) No elementary school-aged child is permitted to sit in the front passenger seat of a vehicle equipped with an air bag.
- C) The vehicle must be in safe operating condition.
- D) The vehicle must be operated in a safe, legal manner, and operated consistently with any driver, license or insurance restrictions.
- E) There will be no smoking in the vehicle.
- F) The driver, if newly-licensed, must conform with any applicable restrictions.
- G) The driver agrees not to use any wireless communication (eg: cell phones, blackberries, bluetooths) while operating the vehicle.

Failure to comply with any of the above conditions may result in the Volunteer Driver Authorization being revoked.

*To the best of my knowledge, the vehicle identified above is in safe, roadworthy condition and my driver's license is in good standing. I have read and accept the above conditions regarding driving students. I also accept responsibility for notifying the school of any changes in the above information.*

Driver's Signature (**Must Sign & Date**): \_\_\_\_\_ Date: \_\_\_\_\_

Driver's License #: \_\_\_\_\_

Parent / Guardian Signature (if driver is under the age of 19): \_\_\_\_\_

*I hereby give permission for the above-named driver to use my vehicle for the purpose of transporting students to and from school-approved activities.*

Registered Owner's Signature (**Must Sign & Date**): \_\_\_\_\_ Date: \_\_\_\_\_

*I hereby attest, to the best of my knowledge, that the above information is accurate, and that the driver understands and accepts the conditions outlined.*

Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Valid for school year ending June 30, 2025