

PEMBINA TRAILS SCHOOL DIVISION
A Community of Learners Committed to Excellence

Employee and/or Volunteer Driver Form for the
Transportation of Students on
Approved Off-Site School Programs

Date: _____

To: The Pembina Trails School Division

I, _____ of _____,
(Name-please print) (Address - please print)

hereby agree to meet the following conditions before transporting students on any off-school site program approved by the School and/or Pembina Trails School Division during the current school year:

1. That I will be in possession of a **valid driver's license** for the class of vehicle I will use;
2. That I will use a licensed vehicle which carries **valid Third Party Liability Insurance** as required under Manitoba legislation;
3. That the vehicle I will use will be **mechanically safe** and have **seat belts** in working condition for all passengers;
4. That I will **comply with the law** governing the operation of motor vehicles, i.e. speed limits;
5. That I will comply with the policies and procedures of the Pembina Trails School Division specific to the operation of a motor vehicle, i.e. Field Trip Policy;
6. That I will comply with Manitoba's **seat belt laws**;
7. That **NO** student aged 12 or under will ride in the front seat of any vehicle used for off-site school programs, regardless of the presence of air bags;
8. That I will provide the Pembina Trails School Division with prompt written notice, with particulars, of any accident arising out of the use of a licensed vehicle during a trip on Division related business;
9. That I will **update this form** whenever there are changes to the information provided below;
10. That I will provide the school office, for each instance, the name(s) of students that I will be transporting to an off-site program or activity;

Driver's License # _____ Class _____

School/Department _____

Signature of Employee/Volunteer/Parent/Guardian: _____

Student Driver's Signature: _____

Completion of this form ensures the above named driver is covered under the Pembina Trails School Division liability coverage to a limit of \$30,000,000.00.

This coverage is valid only during the transporting of students on approved off-site school programs and will expire on the next ensuing June 30th.

Copies: Employee/Volunteer/Parent/Guardian
School

Superintendent's Department