

## Montrose School VOLUNTEER DRIVER AUTHORIZATION APPLICATION

Driver's Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 Address: \_\_\_\_\_ E-mail: \_\_\_\_\_

As a prerequisite, all volunteer drivers are required to participate in The Winnipeg School Division's *Volunteer Training Orientation*. This application will be kept on file for the current school year. The application is vehicle specific - the use of a different vehicle requires a separate application. Applications may be approved only when the driver possesses a valid, appropriate driver's license and is able to respond "No" to questions concerning convictions\* and suspensions\* over the last three years.

Driver's License Number: \_\_\_\_\_ Class: \_\_\_\_\_ Expiry Date: \_\_\_\_\_  
 \*Has your driver's license been suspended in the last three years? Yes  No   
 If Yes, please provide date of reinstatement: \_\_\_\_\_  
 \*Have you been convicted of an offence under the Highway Traffic Act, or for any motor vehicle-related offence under the Criminal Code of Canada during the last three years? Yes  No   
 If Yes, please identify the offence(s) here: \_\_\_\_\_  
 Were you found responsible/partly responsible for any motor vehicle accident(s) over the last three years? Yes  No

### Insurance Related Considerations:

- The WSD board requires that the vehicle owner maintain, at all times, minimum of Autopac Basic Insurance including valid Third Party Liability Insurance as required under Manitoba legislation in respect of liability for injury or death of any students who are passengers in the vehicle the volunteer driver is operating.
- In case of an insurance claim (i.e., third party damage and/or personal injury) the vehicle owner's automobile liability insurance applies before that of the school board.
- Additional automobile liability insurance protection is provided under the school board's comprehensive general liability insurance policy for authorized drivers transporting students in privately-owned vehicles on an approved school activity. This insurance is only for an amount in excess of the limit of liability provided by the vehicle owner's liability insurance policy.
- Damage to any vehicle, including the owner's, is the responsibility of the volunteer driver and not the school board.

**Vehicle:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 Make / Model / License Plate No. / Seating Capacity (Including Driver)  
**Owner's Name:** \_\_\_\_\_  
 Owner's Address: \_\_\_\_\_  
 Owner's Phone: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) \_\_\_\_\_  
**Insurance On Vehicle - Company:** \_\_\_\_\_ **Policy No.:** \_\_\_\_\_

### COMMITMENTS

By submitting this application to become a volunteer driver for the school board:

- I undertake to ensure that the vehicle used to transport students is in safe operating condition.
- I agree
  - to operate the automobile referred to herein in a safe manner,
  - to abide by all applicable laws at all times while I am transporting students,
  - to limit the number of passengers to the number of useable seat belts,
  - to require proper use of occupant restraint systems (i.e., seatbelts, head restraints, airbags - *children under the age of 12 are not permitted to sit in the front seat of any vehicle with an airbag, seat position and booster seats - required for all children under the age of five and weighing less than 50 pounds*),
  - to comply with the directions of teachers or agents of the school board.
- I undertake to report to the school principal all accidents and any suspension of my license or change in my insurance status which may occur after the date of this authorization and while it remains in force (current school year).
- I undertake to maintain, at all times, appropriate personal liability and indemnity insurance.
- I accept the foregoing undertakings and certify that the information contained in this application is correct to the best of my knowledge:

Signature of Driver: \_\_\_\_\_  
 Signature of Vehicle Owner: \_\_\_\_\_

### FOR OFFICE USE ONLY

The above-named driver is authorized to assist the school during the current school year. The assistance is appreciated.

Signature of Principal/Designate: \_\_\_\_\_ Date: \_\_\_\_\_