

PENN VALLEY UNION ELEMENTARY SCHOOL DISTRICT

**School Related Trips
PRIVATE AUTOMOBILE TRANSPORTATION FORM**

The Penn Valley Union Elementary School District recognizes the importance of out-of-classroom learning experiences and encourage educational study trips. The District will continue to make every effort to provide transportation whenever possible, but there are times when vehicles and/or personnel are not available. At these times, the District asks parents to help provide transportation.

Driver (circle one) Employee Parent/Guardian Volunteer

Name _____ Date of Birth _____

Address _____ Driver's License No. _____

_____ Expiration Date _____

Telephone No. () _____ Cell Phone () _____

VEHICLE INFORMATION

Name of Owner _____ Make _____

Address _____ Year _____

_____ License Plate No. _____

Registration Expires _____ Seating Capacity (Number of seatbelts) _____

INSURANCE INFORMATION

Insurance Company _____ Policy No. _____

Telephone No. _____ Expiration Date _____

Liability Limits of Policy _____

Please attach a copy of the current insurance policy coverage statement with this form along with a copy of your current driver's license and DMV H6 (10 year) Driving Record Individual Report. Drivers must be at least 21 years of age.

Please read and sign the Driver Statement on Page 2 of this document.

School Related Trips – Private Automobile Transportation Form – Page 2

DRIVER STATEMENT

All individuals must submit a current Driving Record Individual Report from the Department of Motor Vehicles. Any individual who has a total of 2 or more points including any pending offense will not be allowed to transport students.

I certify that I have not been convicted of reckless driving or driving under the influence of drugs or alcohol within the past five years and that the information given above is true and correct. I understand that as a volunteer driver, I must have at least \$100,000/\$300,000 bodily injury and \$50,000 property damage insurance coverage in effect on any vehicle used to transport students. I hereby certify that the vehicle being driven is in good mechanical and operational condition and I have no knowledge of mechanical defects which could impose a danger while transporting students.

I hereby waive all claims against the District and its Board, employees or agents for injury, accident, illness or death occurring during or by reason of the field trip or excursion. California Education Code 35330 and 5 CCR 55220.

Signature _____ Date _____

For Office Use Only

Initials & date

_____ Insurance Policy Received (\$100,000/\$300,000 bodily injury and \$50,000 property damage)

Bodily Injury Amount _____

Liability Amount _____

Property Damage _____

_____ Drivers License copy Received

_____ DMV H6 (10 year) Driving Record Individual Report Received

Adopted: April 22, 2014

DRIVER INSTRUCTIONS

When using your private vehicle to transport students on field trips or other school activity trips, please:

1. All individuals must submit a current Driving Record H6 (10 year) Individual Report from the Department of Motor Vehicles. Any individual who has a total of 2 or more points including any pending offenses will not be allowed to transport students.
2. Be sure that you have registered with the district for such purposes and have a valid driver's license and current liability insurance of at least \$100,000/\$300,000 bodily injury and \$50,000 per occurrence property damage insurance coverage .
3. Check the safety of the vehicle: tires, brakes, lights, horn, suspension, etc.
4. Carry only the number of passengers for which your vehicle was designed.
5. If the vehicle is a truck or pickup, occupants shall only be carried in the passenger compartment.
6. The number of passengers, including the driver, shall not exceed the capacity for which the vehicle was designed and should not in any case exceed ten. (Education Code 39830) More than nine passengers and the driver, a total of ten occupants in a vehicle, constitutes a school bus.
7. Require each passenger to use an appropriate child passenger restraint system (child car seat or booster) or safety belt in accordance with law.
8. Do not smoke a pipe, cigar, or cigarette while there are minors in the vehicle, as required by law.
9. Do not use a "handheld" cell phone, as required by law.
10. Obey all traffic laws.
11. Take the most direct route to the destination or event without unnecessary stops.

In case of emergency, keep all of the children together and call _____

Field Trip Destination: _____ Date: _____

ADOPTED: April 22, 2014