



656 West Pine Street, Bishop, CA 93514 (760)872-3680

SCHOOL DRIVER REGISTRATION FORM

All Drivers Must Have Valid Driver License and a Copy of Insurance at the District Office

REASON(S) FOR TRANSPORTING STUDENTS:

Please Indicate School and Sport, Club or group: _____

DRIVER INFORMATION - Drivers must be age 21 or older.

Driver (circle one): Employee Volunteer Parent

Name: _____ Date of Birth: _____

Address: _____

Home Phone No.: _____ Cell Phone No.: _____

Driver's License #: _____ Expiration Date: _____

VEHICLE INFORMATION

Information Only Needed if Driving Personal Vehicle For School Activities

Name of Owner: _____

Address: _____

Make: _____ Year: _____ Licenses Plate No.: _____

Registration Expiration: _____ Seating Capacity (safety belts): _____

INSURANCE INFORMATION

Driver needs to have the minimum insurance required by law, please provide the District with your Insurance Declaration page.

Insurance Company: _____ Telephone: _____

Policy No.: _____ Expiration Date: _____

Liability Limits of Policy: _____

DRIVERS INSTRUCTIONS

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

1. Be sure that you have been approved by District Office - Just dropping off paperwork is at an automatic approval.
2. Check the safety of your vehicle: tires, brakes, lights, horn, suspension, safety/seat belts, etc.
3. Carry only the number of passengers for which your vehicle was designed. School Vans can only carry 9 students and 1 driver. If you have a pickup truck, carry only as many as can safely sit in the passenger compartment.
3. Require each passenger to wear safety/seat belt and use an appropriate child passenger restraint system (child car seat or booster seat) or safety belt in accordance with law.
5. Follow all traffic laws including speed limits.
6. Driver should not drive while use pharmacy medication that prohibits driving or using machinery.
7. DO NOT Smoke a pipe, cigar, cigarette and DO NOT use any chewing tobacco while minors are in the vehicle.
8. Please following all California state laws when using cell phones while driving such as: Cannot hold cell phone while driving must use hands free devise and No Text Messaging- Cannot write, send or read text-based communications.
9. When returning to the school, do not leave students alone at school. Please wait until the appropriate teacher/coach arrives to provide supervision or until the last student is picked up by a parent/Guardian.

DRIVERS STATEMENT

I certify that I have not been convicted of the following in the last 7 to 10 years

a. Reckless Driving: Circle One: Yes or No If Yes Date of Violation: _____

b. Driving Under the Influence of drugs or alcohol: Circle One: Yes or No If Yes Date of Violation: _____

I understand that if an accident occurs, my insurance coverage shall bear primary responsibility for any losses or claims for damages on my personal vehicle.

I understand that in order to be covered by the District's vehicle insurance in the event of an accident, it is my responsibility to follow the specific itinerary as approved on "School Vehicle Driver Approval Form". I also understand that if I choose to deviate from this approved itinerary, the District's insurance company may refuse coverage and all liability will revert to the driver's personal coverage.

I certify that I will notify District Office in writing if Driver's License and or Insurance status has changed after date signed below.

I certify that I will ensure that all students and adults will be restrained using appropriate passenger restraint systems.

I certify that I will follow all Driver Instructions listed above and that the information given above is true and correct.

Name: (Please Sign) _____

Date: _____

Regulation 3541.1: Transportation For School-Related Trips

Status: ADOPTED

Original Adopted Date: 07/15/2010 | **Last Reviewed Date:** 07/15/2010

The district may provide transportation for students, employees, and other individuals for field trips and other school-related trips approved according to Board policy and administrative regulation.

The Superintendent or designee shall determine the most appropriate and cost-effective mode of transportation for each approved trip.

When district transportation is provided, students may be released from using district transportation only with the advance written permission of their parents/guardians.

School-related organizations requesting transportation shall be fully responsible for the costs of their trips unless funding has been approved by the Board of Trustees.

The Superintendent or designee shall ensure that the district has sufficient liability insurance when field trips or excursions involve either transportation by district vehicles or travel to and from a foreign country. When a trip to a foreign country is authorized, liability insurance shall be secured from a carrier licensed to transact insurance business in that country. (Education Code 35330)

Transportation by Private Vehicle

The Superintendent or designee may authorize the transportation of students by private vehicle when the vehicle is driven by an adult age 21 or older who possesses a valid California driver's license or, if he/she is a nonresident on active military duty in California, possesses a valid license from his/her state of residence. To be approved, a driver shall have a good driving record and possess at least the minimum insurance required by law. Any person providing transportation to district students in a private vehicle shall register with the district for such purposes.

Drivers shall receive safety and emergency instructions which shall be kept in their vehicle.

All student passengers shall submit permission slips signed by their parents/guardians. Teachers shall ensure that each driver has a copy of the permission slip for each student riding in his/her vehicle.

The number of passengers, including the driver, shall not exceed the capacity for which the vehicle was designed. Motor trucks may not transport more persons than can safely sit in the passenger compartment. The driver shall ensure that the manufacturer's recommendations for his/her vehicle are followed regarding the seating of children in seats equipped with airbags.

The driver or any other person shall not smoke or have in his/her immediate possession a lighted pipe, cigar, or cigarette containing tobacco or any other plant when there is a minor in the motor vehicle, whether the motor vehicle is in motion or at rest. (Health and Safety Code 118948)

Passenger Restraint Systems

All drivers shall wear safety belts in accordance with law. In addition, drivers shall ensure that: (Vehicle Code 27315, 27360, 27360.5, 27363)

1. A child who is under age 6 or under 60 pounds, unless exempted in accordance with Vehicle Code 27360 or 27363, is properly secured in a rear seat in an appropriate child passenger restraint system meeting federal safety standards.
2. All other children are properly secured in either a child passenger restraint system or safety belt.
3. All other passengers wear seat belts.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State References

Description