

**DURHAM CHRISTIAN HIGH SCHOOL  
USE OF VEHICLES FOR TRANSPORTING STUDENTS**

**DRIVER INFORMATION**

From time to time in the interest of efficiency and/or economy, it is appropriate to ask parent(s) / guardian(s), adult volunteers or students to drive a vehicle to transport students to a school recognized activity.

On such occasions it is mandatory that the driver be properly licensed and the vehicle has a minimum of \$1,000,000 third party liability insurance. The Board carries a Non-Owned Automobile Liability Policy which responds to claims made against the school.

I, \_\_\_\_\_ of \_\_\_\_\_  
(Name) (Address)

Hold a valid \_\_\_\_\_ driver's license \_\_\_\_\_  
(License Class) (Driver's License number)

The vehicle in use \_\_\_\_\_ has the following amount of Third Party  
(License Plate number)  
liability insurance \$ \_\_\_\_\_ with \_\_\_\_\_  
(Amount) (Name of Insurance Company)

Policy Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

and is owned by \_\_\_\_\_  
(Owner's Name)

I am covered by the above insurance and I accept the responsibility of

- a) driving \_\_\_\_\_ students to and from the school  
(Number)  
activity \_\_\_\_\_  
(Name of Event)  
in \_\_\_\_\_ on \_\_\_\_\_  
(Place) (Date)  
during the time \_\_\_\_\_ to \_\_\_\_\_  
(Beginning Time) (Ending Time)

**OR**

- b) driving students to and from school activities periodically when asked.

Signed: \_\_\_\_\_  
(Driver's Signature)

The vehicle identified above is owned by me and \_\_\_\_\_  
(Student's Name)

has permission to use it for this school event \_\_\_\_\_  
(Owner's Signature)

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
(Principal or Designate)

**DURHAM CHRISTIAN HIGH SCHOOL  
AUTHORIZATION TO TRANSPORT STUDENTS PARTICIPATING IN  
SCHOOL EVENTS**

**A. TO BE COMPLETED BY SCHOOL**

1. This will authorize \_\_\_\_\_  
(Name of Volunteer Driver)

a. To transport students participating in the event listed:

Activity: \_\_\_\_\_ Date: \_\_\_\_\_

Destination: \_\_\_\_\_

**B. TO BE COMPLETED BY VOLUNTEER DRIVER**

1. Vehicle Information:

Make: \_\_\_\_\_ Model: \_\_\_\_\_

License Plate Number: \_\_\_\_\_ Year: \_\_\_\_\_

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Name of School)

\_\_\_\_\_  
(Principal's Signature)

All "Trip Drivers" including volunteer drivers are advised that, in order to bring into effect the Board's excess liability insurance they should:

- a. Use a licensed automobile which carries valid third-party liability insurance as required under legislation in the Province of Ontario, to the minimum of \$1,000,000.
- b. Provide the Board prompt written notice, with all available particulars of any accident arising out of the use of a licensed automobile during a trip on business of the Board.
- c. Be aware that the Board's excess liability insurance comes into effect only after the "Trip Driver's" insurance has been exhausted, to a combined total of \$6,000,000.

A "Trip Driver" is defined as any person authorized by the principal who has agreed to be a driver for a certain trip while they are driving their own or another licensed automobile, to include employees, teachers, students, parents, volunteers, and officials of the Board.

2. Declaration to be signed by driver:

- a. I declare that I am licensed to drive in Ontario and my vehicle is insured by valid automobile insurance as required by Ontario law.
- b. That the vehicle is mechanically fit and there are seat belts in working condition for all passengers.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

C. TO BE COMPLETED BY VEHICLE OWNER IF APPLICABLE

1. Declaration to be signed by the owner of the vehicle, if the volunteer driver does not own the vehicle:

a. I declare I have authorized \_\_\_\_\_ to drive my  
(Driver's Name)  
vehicle to transport students participating in the school event(s) listed on this form.

**DURHAM CHRISTIAN HIGH SCHOOL  
AUTHORIZATION TO DRIVE WITH A VOLUNTEER DRIVER**

TO BE COMPLETED BY PARENT OR GUARDIAN:

I, \_\_\_\_\_, authorize  
(Parent / Guardian Name)  
my child, \_\_\_\_\_, to be transported by a volunteer driver.  
(Student Name)

Particulars:

- a. Name of Driver: \_\_\_\_\_
- b. Event: \_\_\_\_\_
- c. Date of Event: \_\_\_\_\_

I understand the school has determined that a minimum of \$1,000,000 liability is in place and the driver is appropriately licensed. This includes \$1,000,000 liability insurance on the vehicle and an additional \$5,000,000 on the school board liability insurance. I also understand that, in the case of a student driver, that the school has determined the student driver has the permission of parent / guardian to transport students, and has the permission of the owner of the vehicle to transport students.

\_\_\_\_\_  
(Student Signature)

\_\_\_\_\_  
(Parent / Guardian Signature)

\_\_\_\_\_  
(Date)