

# Coos Bay School District 9

Code: **EEAE-AR(1)**

Revised/Reviewed: 1/19/10; 6/11/12; 12/09/13;  
6/12/17

## Student Transportation by Volunteer

You have agreed to transport students of the district to a field-trip function or for some other school- approved purpose in your private vehicle. In order to serve as a volunteer driver, you must be an approved volunteer. Please be aware that in the event of an accident, your insurance will provide primary coverage. You are required to provide proof of a valid driver's license and vehicle liability insurance. Your insurance must meet or exceed minimum requirements as established by the state of Oregon and as set by the district.

Please COMPLETE the following information, providing information requested. SIGN where indicated and RETURN to the school office four working days PRIOR TO THE DATE OF THE EVENT.

Names of students riding with you: \_\_\_\_\_

Date and Name of Event(s): \_\_\_\_\_

Driver Name (as it appears on your driver license): \_\_\_\_\_  
(One form for each driver)

Date of Birth: \_\_\_\_\_ Oregon Driver License No.: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Insurance Company Name: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
(not agent's name)

Policy Number: \_\_\_\_\_

Current minimum limits are: \$25,000 per person and \$50,000 per accident for bodily injury; \$20,000 per accident for property damage; \$25,000 per person and \$50,000 per accident for uninsured motorist coverage; and \$15,000 per accident for personal injury protection.

By signing this form, I am stating I am an approved volunteer, a licensed driver and my car insurance meets the minimum liability for the State of Oregon. This form remains in effect for the current school year as long as I remain an approved volunteer, my insurance meets the above requirements and my license remains valid.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Return form to the school office. If you are not approved to volunteer and do not have required license or coverage, you will not be allowed to transport students. (Insurance companies may increase coverage for specific dates.)

### For Office Use Only

Approved to volunteer? \_\_\_\_\_

Permission slips attached? \_\_\_\_\_

Copy of License and Insurance card attached? \_\_\_\_\_