

**Glendale School District 77**

Code: **EEAE-AR**  
Revised/Reviewed: 1/9/02; 11/16/11  
Orig. Code(s): EEAE-AR

**Student Transportation in Private Vehicles (Student as Driver)**

**Proof of Vehicle Liability Insurance\*\*(For Parent Volunteers)**

Dear Parent,

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

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

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

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

Policy Limits: \_\_\_\_\_

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.

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

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

Parent/Volunteer Name (as it appears on your driver license): \_\_\_\_\_

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

Daytime Phone: \_\_\_\_\_

Return form to business manager. If you do not have required coverage, you will not be allowed to transport students. (Insurance companies usually increase coverage for specific dates.)

## STUDENT VEHICLE LICENSE, INSURANCE AND PARENT PERMISSION FORM

I understand that the privilege to transport myself and other students with approved permits, within the school district, during the school day, to access various learning/work experience opportunities is given by the school district contingent upon my continual satisfaction of certain district expectations. This privilege can and will be revoked at the discretion of the high school principal if district expectations are not met.

Expectation #1 = The student driver will continually hold a valid Oregon driver license. ODL number:

\_\_\_\_\_

Expectation #2 = The student driver will be continually covered by vehicle liability insurance that meets the State of Oregon's minimum requirements. The student will be required to provide the school with proof of insurance from the carrier.

Expectation #3 = I, (we) the parent/guardian(s) of \_\_\_\_\_ (student/driver) understand that I (we) must notify the school if the driver's license and/or insurance identified above should lapse or cease to be in effect.

Expectation #4 = I, \_\_\_\_\_, the student driver am requesting permission to drive a motor vehicle during school time to access the following learning opportunity or work site experience:

\_\_\_\_\_

\_\_\_\_\_

Expectation #5 = I, (we) as parent/guardian(s) waive the district of its responsibility for my student while he/she is driving to various educational or learning work sites during the school day.

Expectation #6 = I understand that in case of an accident my personal insurance will be the primary insurance coverage.

Expectation #7 = The student/driver will comply with state vehicle laws at all times.

Parent/Guardian(s): \_\_\_\_\_ Date: \_\_\_\_\_

Student Driver: \_\_\_\_\_ Date: \_\_\_\_\_

**STUDENT VEHICLE - CODE OF CONDUCT**

I will obey the traffic laws of the city and state while driving to and from educational work site opportunities during the school day.

I will focus on the safety of myself and others in the operation of the vehicle.

I will not allow student passengers to ride in my vehicle during this time that have not received proper approval through the school for travel around the district during school time. These approved students will carry a student rider permission card and access card from the high school office to verify permission to ride with me to a work/study site.

I and my parent/guardian(s) understand that the district will not be held responsible for my behavior and/or negligence as a driver while I am using my private vehicle to access various educational/work site opportunities.

\_\_\_\_\_  
Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian(s)

\_\_\_\_\_  
Date