

# SCHOOL DISTRICT NO. 48 (SEA TO SKY)

## REGULATION SERIES 700 - AUXILIARY SERVICES

### R 701                   TRANSPORTATION R 701.3                Volunteer Drivers/Private Vehicles

In its concern for the safety of students when volunteer drivers are using leased or private vehicles to transport students, the Board has approved the accompanying Regulation to establish expectations for volunteer drivers and use of private vehicles.

#### 1. Volunteer Drivers

- 1.1. All volunteer drivers must annually complete the Volunteer Driver Authorization Application and submit to the school principal along with a current (dated after August 1<sup>st</sup> of the current school year) copy of their Driver's Abstract.
- 1.2 In signing the form, the volunteer driver must accept the conditions as specified under Regulations on the form.
- 1.3 Drivers are required to have Class IV licenses when operating vehicles which have a seating capacity of between 10 and 24 (including the driver) rented or leased on behalf of the School District.
- 1.4 Volunteer Drivers must be at least 21 years of age.
- 1.5 Volunteer Drivers may be required to undergo a criminal record check.

After receiving all documentation identified above, the principal will then determine whether the application for the volunteer driver is approved or not. The principal will ensure that a copy is kept on file in the school office.

#### 2. Use of Private Vehicles

- 2.1 The requirements for the use of a volunteers' private vehicle are found in the Volunteer Driver Authorization Application form. It is mandatory that all private vehicles used to transport students adhere to these requirements.
- 2.2 The school district provides Excess Third Party Liability coverage for volunteer drivers and owners while lawfully operating vehicles on behalf of the school district.
- 2.3 Principals will be responsible for ensuring that students are not transported to or from school activities in private vehicles during a yellow or red alert as determined by the Ministry of Transportation and Highways.