Pembina Trails
School Division
Accomplish Anything

EMPLOYEE and/or VOLUNTEER DRIVER FORM (Exhibit IJOA-E-2)

This form is to be filled out for the transportation of students on approved field trips and/or off-site educational programs.

Date: _____
To: Pembina Trails School Division

I, _____ of _____,
First and Last Name - please print Street Address City/Province Postal Code

hereby agree to meet the following conditions before transporting students on any off-site school program approved by the School and/or Pembina Trails School Division during the current school year:

1. That I will be in possession of a valid driver's license for the class of vehicle I will use;
2. That I will use a licensed vehicle which carries valid Third Party Liability Insurance as required under Manitoba legislation;
3. That the vehicle I use will be mechanically safe and have seat belts in working condition for all passengers;
4. That I will comply with the law governing the operation of motor vehicles (e.g. speed limits);
5. That I will comply with the policies and procedures of Pembina Trails School Division specific to the operation of a motor vehicle (e.g. Field Trip Policy);
6. That I will comply with Manitoba's seat belt and Distracted Driving laws;
7. That **NO** student aged 12 or under will ride in the front seat of any vehicle used for off-site school programs, regardless of the presence of air bags.
8. That I will provide the Pembina Trails School Division with prompt written notice, with particulars, of any accident arising out of the use of a licensed vehicle during a trip on division related business;
9. That I will update this form whenever there are changes to the information provided below;
10. That I will provide the school office, for each instance, the name(s) of students that I will be transporting to an off-site program or activity.

Driver's License Number: _____ Class: _____

School/Department: _____

Signature of Employee/Volunteer/Parent/Guardian: _____

Student Driver's Signature: _____

Completion of this form ensures the above named driver is covered under the Pembina Trails School Division liability insurance. This coverage is only valid during the transporting of students on approved field trips and/or off-site school programs and will expire on the next ensuing June 30th.

Copies: Employee/Volunteer/Parent/Guardian
School