



VOLUNTEER DRIVER APPLICATION FORM 2011 - 2012

WE OFTEN NEED HELP IN TRANSPORTING STUDENTS ON FIELD TRIPS OR FOR SPORTS EVENTS. Our school parents have been generous in their assistance. The purpose of this form is to reduce the liability of the school and volunteer drivers by being proactive in our selection of parent drivers. If you are interested in helping with such needs, and we do appreciate your help, please fill out this form and return it, **along with a photocopy of your driver's license and car registration**, to Elaine Collupy in the Upper School Building.

A new Volunteer Driver Application Form must be completed each school year.

SECTION I - VOLUNTEER DRIVER INFORMATION

NAMECHILD'S NAME AND GRADE

DRIVER'S LICENSE # LICENSE EXPIRATION DATE

PHONE (HOME) (WORK) (CELL)

ADDRESS

STREET TOWN STATE ZIP

MODEL/YEAR OF CARS YOU MAY BE DRIVING: (1) (2)

NUMBER OF WORKING SEATBELTS: CAR #1 CAR #2

LICENSE PLATE NUMBER: CAR #1 CAR #2

GLEN URQUHART SCHOOL REQUIRES VOLUNTEER DRIVERS TO HAVE A MINIMUM AMOUNT OF LIABILITY INSURANCE.
(1) \$100,000 LIABILITY FOR BODILY INJURY PER PERSON; (2) \$300,000 LIABILITY PER INCIDENT FOR BODILY INJURY FOR ALL VEHICLE OCCUPANTS; AND (3) \$50,000-\$100,000 LIABILITY FOR PROPERTY DAMAGE.

AMOUNT ON THIS (THESE) CAR (S)

CAR #1 INSURANCE CO. POLICY #

(1) (2) (3)

UNINSURED/UNDERINSURED MOTORIST COVERAGE? YES NO

CAR #2 INSURANCE CO. POLICY #

(1) (2) (3)

UNINSURED/UNDERINSURED MOTORIST COVERAGE? YES NO

ARE YOU LICENSED TO DRIVE A COMMERCIAL VEHICLE? YES NO

HAVE YOU BEEN INVOLVED IN ANY TRAFFIC ACCIDENTS OR DID YOU RECEIVE ANY MOVING VIOLATIONS IN THE PAST YEAR?
YES NO

IF SO, PLEASE BRIEFLY DESCRIBE OR EXPLAIN.

HAVE YOU EVER BEEN CONVICTED FOR DWI/DUI OF ALCOHOL OR DRUGS, OR HAD YOUR LICENSE SUSPENDED FOR MOVING VIOLATIONS, HIT AND RUN, ELUDING AN OFFICER, RECKLESS OR NEGLIGENT OPERATION OF A VEHICLE, OR DRIVING WHILE UNDER SUSPENSION OR REVOCATION? (Note: Glen Urquhart School will not be able to use volunteers with a yes answer.)
YES NO

SECTION II – REQUIREMENTS FOR VOLUNTEER DRIVERS

I CERTIFY THAT FOR THE 2011 – 2012 SCHOOL YEAR:

- I possess a valid (state) driver’s License.
- I will contact my insurance agent to ascertain if there are any liability policy limits or exclusions regarding transporting other students or faculty members on a field trip that might affect my ability to meet the qualifications for a volunteer driver.
- I will maintain the minimum insurance coverage required by Glen Urquhart School for volunteer vehicles for the vehicle(s) listed in Section I and only volunteer to drive when such insurance policies and coverage are in force.
- I understand that in case of any type of accident, injury, or vehicle damage, that Glen Urquhart School’s liability insurance policy does not provide primary or direct insurance on my vehicle. Glen Urquhart School’s insurance will take effect only after my personal auto insurance limits are exhausted. (Note: This is generally the only coverage that most nonprofit organizations can provide.)
- I will advise Glen Urquhart School of any change in information provided on this form including, but not limited to, non-renewal of license, termination of license, change of insurance company, change in amounts of insurance coverage, termination of insurance or change in vehicle.
- Students riding in my vehicle(s) will be secured with individual working seatbelts. No double belting of children is permitted. As required by Massachusetts state law, I will have an appropriate child restraint seat available using the following guidelines:
Massachusetts laws now require that:
 - **Infants and children must ride in a federally approved child passenger restraint until they are 5 years old and weigh more than 40 pounds.**
 - **Children older than 5 and more than 40 pounds must ride in a booster seat until the child is 8 years old or is taller than 4 foot 9 inches.**
 - **Anyone over the age of 8 must be protected by a safety belt.**
- To my knowledge, my vehicle is in safe operating condition (brakes, tires, etc...).
- I will read and follow the Driver and Chaperone Instructions Sheet for the field trip.
- I will notify Glen Urquhart School personnel if I no longer wish to drive or if I wish to be removed from the Approved Driver List.

SECTION III – DECLARATION AND SIGNATURE

I affirm that I will carefully transport students under my care, including obeying all traffic laws. The information given on this form is true and correct to the best of my knowledge.

SIGNATURE..... DATE

SECTION IV – GLEN URQUHART SCHOOL ADMINISTRATION APPROVAL

SIGNED..... DATE