



VOLUNTEER DRIVER Authorization to Transport Students

Appendix B

This information is being collected pursuant to the provisions of the Municipal Freedom of Information and Protection of Privacy Act and under the Authority of The Education Act., and will be used for the purposes of determining suitability of volunteer drivers. Questions about the collection of this information should be directed to the Superintendent of Education, Niagara Catholic District School Board, 427 Rice Road, Welland, ON L3C 7C1, 905.735.0420.

VOLUNTEER DRIVER-REQUEST TO TRANSPORT STUDENTS

I, _____ request to transport students participating in the following
(First and Last Name)

activity/event: _____,
(Name of activity or event) (Location of activity or event)

Date: _____

DECLARATION TO BE SIGNED BY THE DRIVER

I declare that:

- I am 25 years of age or older.
- I have read and understand the requirements outlined in the Niagara Catholic Volunteers AOP (800.9).
- I have provided the required documentation, including a satisfactory Police Vulnerable Sector Check and/or Volunteer Offence Declaration.
- I hold an unrestricted valid Ontario Class G License.
- I hold third-party automobile insurance as required by Ontario law, with a minimum of \$1,000,000 liability coverage
- the identified vehicle is mechanically fit, and that there are seatbelts and car/booster seats in working condition for all passengers as required.

(First and Last Name of Volunteer Driver)

(Signature of Volunteer Driver)

(Date)

VEHICLE INFORMATION

MAKE:

YEAR:

LICENCE PLATE:

All "Trip Drivers" including Volunteer Drivers are advised that, in order to bring into effect, the Board's Excess Liability insurance, they should:

- Use a licensed automobile which carries valid third-party liability insurance as required under Ontario Legislation;
- Provide the Board prompt written notice, with all available particulars, of any accident arising out of the use of a licensed automobile during a trip on business of the Board;
- Be aware that the Board's excess automobile liability insurance comes into effect only after the vehicle owner's primary Third Party Liability insurance has been exhausted;
- Be aware that any damage to the volunteers' vehicle, the cost of any insurance deductible or premium adjustment as a request of an accident while the vehicle is being used on Board-related business is NOT covered by the school board's Excess Automobile Liability insurance.
- Be aware that if the vehicle is equipped with passenger-side airbags, children under 12 years should not be permitted to ride in the front seat. (See vehicle manufacturer's recommendation).

Note: *A "Trip Driver" is defined as any person (except a student driver) authorized by the Board, who has agreed to be a driver for a certain trip while they are driving their own or another licensed automobile. This includes, but is not limited to: trustees, employees, teachers, parents, volunteers and officials of the Board.

DECLARATION TO BE SIGNED BY THE OWNER OF THE VEHICLE (IF NOT OWNED BY THE DRIVER)

I declare that:

- I have authorized _____ to drive my vehicle to transport students participating in the activity/event listed on this form.
- the driver holds an unrestricted valid Ontario Class G License, is authorized to drive and is insured as an operator under the vehicle's liability insurance.
- the identified vehicle is mechanically fit and that there are seatbelts and car/booster seats in working condition for all passengers as required.

(First and Last Name of Vehicle Owner)

(Signature of Vehicle Owner)

(Date)

PRINCIPAL'S AUTHORIZATION AND SIGNATURE

I authorize, _____ to transport students participating in the activity/event listed on this form.
(First and Last Name)

(Principal's Signature)

(Name of School)

(Date)

VOLUNTEER DRIVER - AUTHORIZATION TO TRANSPORT STUDENTS

SUMMARY OF INSURANCE

(1) Volunteer Supervisors on School Premises

The school board's Liability insurance policy protects both staff and volunteers who are working within the scope of their duties for the board. This coverage responds to law suits that are brought against staff or volunteers who are supervising school events and provides protection up to the limits stated in the policy.

(2) Volunteer Drivers for School Activities

Ontario legislation makes automobile insurance compulsory in the Province of Ontario. The same legislation makes the owner's insurance primary coverage in the event of an accident - in other words, the insurance carried on the vehicle responds first.

If a vehicle which is not owned by the school board is being operated by a volunteer or any other board employee for approved school activities, the board's Non-owned Automobile Insurance endorsement will respond to Third Party Liability claims in **excess** of the owner's insurance limit up to a total combined limit as stated in the Non-owned Auto policy.

There is no coverage provided by the school board's insurance for damage to volunteer's or employee's vehicles while they are being operated for board activities.

According to Provincial legislation, passengers who are injured would recover Accident Benefits coverage from their own or a parent's automobile policy. In the absence of a personal or family automobile policy, the passenger would then be eligible to recover benefits from the insurance policy covering the vehicle in which they were riding.

(3) Personal Automobile Insurance Coverage

For the personal protection of volunteer drivers, it is recommended that drivers carry a minimum of \$1 million of Third-Party Automobile Liability insurance. Volunteers and Board employees who use their personal vehicles for transporting students to school activities should advise their insurance carrier.