

WUSD VOLUNTEER DRIVER FORM

To be filed prior to any individual transporting students either in their own vehicle or when driving a district owned vehicle:

The Willows Unified School District acknowledges the needed assistance by responsible volunteer drivers in order to provide transportation for numerous activities that take place within the school system that otherwise would not exist without support. We sincerely appreciate your contribution. In order to provide the best assurance to both the volunteer driver and the School District, the following agreements should be made:

- 1. The volunteer driver has met all the legal requirements for possessing a driver's license, has a good driving record, and is 21 years of age or over (preferably a parent of one of the students).
2. \* The car being driven is in good condition and repair.
3. The car being driven provides and properly secures each child in a child passenger restraint system or safety belt meeting applicable federal motor vehicle safety standards. (V.C. 27360.5) Our District vans hold no more than seven passengers - no exceptions.
4. The driver accepts the added responsibility that comes from carrying extra individuals and, therefore, is perhaps more conscious of all driving rules and regulations set forth by the State of California. The California Supreme Court has eliminated the protection of the former California Guest Law. Now a guest passenger may sue his host owner/driver.
5. The driver has an insurance policy that will act as the prime carrier for any liability incurred, with the following amounts of minimum coverage: bodily injury coverage of \$100,000 per person, \$300,000 per occurrence, and \$50,000 for property damage.

\*Note: When driving a personal vehicle, the School District's insurance carrier will act as a secondary carrier over the volunteer driver's primary insurance only on behalf of the School District, not on behalf of the volunteer driver.

When driving a District vehicle, District insurance is primary. Please notify transportation department immediately of any problem experienced with driving a District vehicle. All District vehicles should be cleaned of litter when vehicle is returned.

PLEASE ATTACH A COPY OF YOUR DRIVER'S LICENSE, DMV RECORD, AND COPY OF INSURANCE POLICY PAGE SHOWING LIABILITY LIMITS TO THIS FORM - MAKE SURE TO SIGN BOTH SIDES OF THIS FORM

I have read the above terms and conditions thereof and will advise the District during the year if this information changes. I certify that I have not been convicted of reckless driving or driving under the influence of drugs or alcohol within the past five years and that the information given above is true and correct. I understand that if an accident occurs, my insurance coverage shall bear primary responsibility for any losses or claims for damages. I certify that I have received and will abide by the driver instructions provided by the District.

Signature of Volunteer Driver

Print Name and Date

Driver's License #

Address of Driver

Phone Number (day)

Phone Number (PM)

Name of School Site(s)

# WILLOWS UNIFIED SCHOOL DISTRICT

## VOLUNTEER DRIVER INSTRUCTIONS & RESPONSIBILITIES

When using your vehicle to transport students on field trips or other school activity trips:

1. Be sure that you have registered with the district for such purposes and have a valid driver's license and current liability insurance at or above the minimum amount required by law for each occurrence.
2. Check the safety of your vehicle: tires, brakes, lights, horn, suspension, etc.
3. Carry only the number of passengers for which your vehicle was designed. If you have a pickup truck, carry only as many as can safely sit in the passenger compartment.
4. Require each passenger to use an appropriate child passenger restraint system (child car seat or booster seat) or safety belt in accordance with law.
5. Do not smoke a pipe, cigar, or cigarette while there are minors in the vehicle, as required by law.
6. Obey all traffic laws.
7. Take the most direct route to the destination or event without unnecessary stops.
8. In case of emergency, keep all students together and call 911 and the district office.
9. Obtain a list of students being transported by you from the school site, teacher, or coach in charge prior to departure.
10. The driver **must** return the students to the school site following the event at the **time set** by the school site, teacher, or coach in charge unless other arrangements have been made and approved by the site administrator or designee.

### SPECIFIC FOR WILLOWS HIGH SCHOOL:

1. All students/athletes who traveled to the event/contest with you must also make the return trip back with you; **EXCEPTION:** "A student may be released from traveling in school provided transportation with the coach's and **PRIOR** written administrative and parent permission. The coach will only release students to ride home with their own parents. If a special situation arises, the coach, in conjunction with the Administration's approval, may make special arrangements." (WHS Student Athletic Code, General Guidelines – Transportation #4, page 8)

I have read the above and agree to these conditions.

---

Volunteer Driver Signature

---

Date