

## School District 85 (Vancouver Island North) Volunteer Application Form

Volunteers are very important to the running of school activities. We appreciate your help in enriching the learning experiences of our students.

### Section A: To be completed by all volunteers

School:	_____		
Name:	_____	<input type="checkbox"/> Parent	<input type="checkbox"/> Other: _____
	Surname	Given	
If you checked "Parent", name of your son/daughter:	_____	Phone:	_____
Address:	_____		Postal Code: _____
Areas of Interest, Experience and/or Expertise:	_____ _____		
Medical Alerts (voluntary disclosure):	_____		
Times available to volunteer:	_____		

#### Requirements - All Volunteers

1. I must submit a criminal record check to the principal.
2. I understand that the consumption of alcoholic beverages or use of any restricted substances is not permitted at any time during performance as a volunteer.

### Section B: To be completed by volunteer drivers only (in addition to Section A)

Driver's Licence No.:	_____	Class:	_____
List Driving restrictions:	_____		
	Vehicle 1		Vehicle 2
Year/Make/Style:	_____		_____
Colour:	_____		_____
License Plate:	_____		_____
Passenger Capacity:	_____		_____
Owner's Name:	_____		_____

#### Requirements - Volunteer Drivers

1. The vehicle I am providing for student transportation is rated appropriately and insured with minimum Third Party Liability insurance of \$1,000,000.
2. I understand that the School District does not accept responsibility for any damage to the vehicle in the event of an accident, nor for deductible, loss of insurance discount or loss of use.
3. To the best of my knowledge as the driver and/or owner, that the motor vehicle used for student transportation is in good mechanical condition.
4. I have a valid BC driver's licence.
5. I agree to wear a seatbelt myself, and require all passengers to wear seatbelts as required by law.

6. I must ensure that children between 9-18kg (20-40 lbs) ride in an appropriate car seat. I also understand that booster seats are required for children over 18K until they are a minimum of 145 cm (4'9") tall, or a minimum of 9 years old.
7. I must submit a driver's abstract to the principal prior to transporting any child, other than my own. Subsequently, I must resubmit my driver's abstract every two years.
8. I must ensure that no student under 13 years of age travels in the front seat if the vehicle to be used is equipped with an airbag on the passenger side.
9. I agree that the vehicles used will only be driven by myself, that I am at least 21 years of age and in good health. I have been accident free for at least three years and am not currently a secondary school student.
10. I must ensure that the vehicle is equipped with winter, all season tires and/or chains for winter conditions.
11. I will not smoke in the vehicles while transporting students.
12. I will not operate the vehicle in an unsafe manner or in contravention of any statute or regulation governing the operation of motor vehicles.

**NOTES:**

- A. The maximum number of passengers to be transported should be equal to the total capacity of the vehicle, and in any case must not exceed 10 passengers including the driver.
- B. The School District provides Excess Third Party Liability coverage for volunteer drivers and owners while lawfully operating vehicles on behalf of the School District.
- c. Your driving report (driver's abstract) may be obtained from ICBC at 1-800-950-1498 and ask to have it faxed to the school office.

(I/We) have read the above items, including notes, and accept and agree to follow all School District requirements.

\_\_\_\_\_  
Volunteer's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Cell number (hands free)

\_\_\_\_\_  
Vehicle Owner's Signature

**OFFICE USE ONLY**

\_\_\_\_\_  
Signature (School Official receiving form)

**Generally, a principal should not approve a volunteer driver who has two or more traffic violations or an accident involving personal injury in the year prior to the issuance date of the driver's abstract.**

**Principal's Declaration**

I have reviewed this information and the attached documentation.

Authorize

Do not authorize this applicant

\_\_\_\_\_  
Principal's Signature

\_\_\_\_\_  
Date

\*Note: Applicants who have completed Section B must have attached a photocopy of the Driver's Licence and the Vehicle/Registration/Insurance.

\*\* All information collected for the purpose of screening volunteers will be retained by the principal and will be subject to the requirements of the Freedom of Information and Protection of Privacy Act.