

## Student Transportation to School-Related Activities in a Private Vehicle by an Employee or Volunteer – Parent/Guardian or Independent Student Permission Form (Occasional or Incidental)

Transportation is approved when the following guidelines have been met:

1. Permission has been granted in writing by the school Principal or designate.
2. Written permission has been provided by the parents or guardians of the students being transported or in the case of an independent student, the student themselves.
3. The driver of the vehicle is a minimum of twenty-one (21) years of age and holds a valid driver's license for the type of vehicle they are operating.
4. The owner has provided the Principal with written proof that the vehicle is covered by a minimum of \$1,000,000.00 third party liability insurance and that the insurance company has been informed of the intended use, however, \$2,000,000 third party liability insurance is highly recommended.
5. Fifteen (15) passenger vans will not be used to transport students.
6. Any vehicle being used to transport a student who is under six (6) years of age or less than eighteen (18) kilograms weight must have an appropriately installed car seat and tether system. The driver must correctly secure the student in the car seat.

Drivers must drive safely in accordance with the requirements of the Traffic Safety Act and Municipal Traffic Bylaws and must advise the Principal of any suspensions of their license, if they have more than six (6) demerit points on their abstract or changes in the status of their insurance coverage. Drivers must be aware of the National Safety Code regulations and Division policy and procedures.

### PARENT/GUARDIAN or INDEPENDENT STUDENT PERMISSION

I have read the preceding information and I hereby give my permission for

(Student Name) \_\_\_\_\_

to be transported to any school-related activity in a private vehicle by an employee or volunteer.

I understand that the Principal or designate has approved the excursion.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

\_\_\_\_\_  
Phone Number – Daytime

\_\_\_\_\_  
Phone Number – Evening

*FOIP: All personal information is being collected under the authority of the School Act Section 60. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of this information, please contact FOIP Coordinator at 301, 1101 - 5th Street, Nisku, Alberta T9E 7N3 @ 780-955-6025.*