

PLUMAS UNIFIED SCHOOL DISTRICT

Business and Noninstructional Operations

TRANSPORTATION FOR SCHOOL-RELATED TRIPS

E 3541.1(a)

DRIVER & VEHICLE REGISTRATION FORM

DRIVER INFORMATION

Driver (circle one): Employee Parent/Guardian Volunteer
Name: _____ Date of Birth: _____
Address: _____
Telephone: () _____ Cell Phone: () _____
Driver's License No.: _____ Expiration Date: _____

VEHICLE INFORMATION

Name of Owner: _____
Address: _____
Make: _____ Year: _____ License Plate No.: _____
Registration Expiration: _____ Seating Capacity: _____

INSURANCE INFORMATION

Insurance Company: _____ Telephone: () _____
Policy No.: _____ Expiration Date: _____
Liability Limits of Policy: _____

MINIMUM INSURANCE COVERAGE

Employees or Non-Employee Private Car Travel Check or Daily Field and Activity Trips

I, _____, will be using my vehicle to transport students to _____ on _____.

Please make a check in the following boxes to verify that you meet the requirements.

- 1. I have a valid driver's license.
- 2. I have insurance coverage that meets or exceeds the following minimums:
 - Single limit coverage of \$300,000 per incident, or
 - Split limit coverage of \$100,000 per person and \$300,000 per incident for bodily injury and \$50,000 for property damage.
 - Medical payment of not less than \$5,000.

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TRANSPORTATION FOR SCHOOL-RELATED TRIPS (continued)

E 3541.1(b)

- 3 I will carry a first aid kit and fire extinguisher (obtain from principal if necessary).
- 4. I have had the following items checked with the last three months: tires, lights, brakes, signals.
- 5. I have not received a moving violation or had an accident in the last three years.
- 6. I have not had my driver's license revoked.
- 7. I will not drive a motor vehicle while using a wireless telephone unless that telephone is specifically designed and configured to allow hands-free listening and talking, and is used in that manner while driving (*CA vehicle code section 23123*).
Cellular telephones are not to be used while driving either a district owned vehicle or a personal vehicle used for district business.

If you received a moving violation, had an accident, or had your license revoked, please explain:

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DRIVER INSTRUCTIONS

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, and caravanning whenever possible.

In case of emergency, keep all students together and call 911, and the school district office (530) 283-6500 extension 217.

DRIVER STATEMENT

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.

Name: _____ Date: _____