

Chesapeake Conference Office of Education

Volunteer Driver Questionnaire

Directions: Each volunteer driver used of school-related functions must complete this questionnaire, yearly. The completed form must be in the school's files before a volunteer is permitted to transport students.

Name: _____

Address: _____

Home #: _____ Work #: _____ Cell #: _____

Driver's License Information

State: _____ License #: _____ Expiration: _____

Are you over 21 years of age? Yes No Date of Birth: _____

Auto Insurance Information

Do you have a current auto insurance policy? Yes No

Name of Carrier: _____ Expiration Date: _____

Limits of Liability: \$_____ Medical/PIP Limit: \$_____

Have you been involved in any at-fault accidents within the last three (3) years? Yes No

If *Yes,* please describe: _____

Have you been cited for any moving violations within the last three (3) years? Yes No

If *Yes,* please describe: _____

Agreement

I understand that should I be involved in an accident while driving for the school, my insurance will be considered to be the primary insurance.

Further, I agree not to carry more passengers than the official rated load capacity for my vehicle. All vehicle occupants will be required to wear a seat belt. I will follow all manufacturers' instructions regarding children and air-bags. **No double belting will be allowed.**

Driver's Signature: _____ Date: _____

Chesapeake Conference Office of Education

Questions and Answers

Volunteer Drivers for School Activities

Are you using volunteer drivers to transport students?

If the school uses volunteer drivers to transport students, the teacher/principal should consider the following questions.

1. What is the minimum age for volunteer drivers?

Answer: The minimum age for drivers is twenty-one (21) years of age.

2. Are there any restrictions on volunteer drivers other than age?

Answer: Each driver must be properly licensed and have proper insurance in force. In addition, each driver must have an acceptable record of not more than two traffic citations and no at-fault accidents in the last (3) years.

3. How many students may ride in a vehicle?

Answer: No vehicle is to carry more than the official rated load capacity and all passengers must wear a seatbelt. No double belting is allowed. Violations of this policy could result in insurance refusing to pay any claims.

4. Are there any mandated insurance policy limits?

Answer: Drivers must have adequate insurance. Recommended coverage is \$300,000 single limit and medical coverage on passengers.

5. Whose insurance is considered primary?

Answer: In the event of an accident the volunteer driver's insurance is the primary policy.

6. How do I document that volunteer drivers are reliable?

Answer: In an effort to alert volunteer drivers of this information, as well as to screen volunteers for good driving records, the Chesapeake Conference office of Education is providing the attached Volunteer Driver Questionnaire.

Please have **ALL** volunteer drivers complete one of the enclosed forms **each school year** before approving them as designated drivers. The school has an obligation to know if volunteers have good driving records before they are allowed to drive students on school functions. The completed forms are to be kept on file. In the event of an accident that results in litigation, the school will then be able to prove that it did ask for driver information indicating the driver's safety record.