

TRANSPORTING STUDENTS - PORTAGE LA PRAIRIE SCHOOL DIVISION
GUIDELINES

January 30, 2008

1) General:

- a) Use school buses or public transportation whenever possible.
- b) 12 – 15 passenger vans are not to be used to transport students.

2) Volunteer Drivers:

- a) Students are not to be used to transport other students.
- b) Teachers or volunteers driving their personal vehicles to transport students to school activities must sign a Volunteer Driver Form (located on the back).

***Note** – Autopac coverage on the vehicle for school related uses carries Third Party Liability to a total of \$30,000,000 through the school division's insurance. This includes vehicle Autopac coverage designated as "All Purpose" or "Pleasure".*

3) Rental Vehicles:

- a) Ensure the driver(s) carries the proper class of license. Operating a vehicle with an improper class of license is illegal and may void or limit insurance coverage on the vehicle.
- b) Ensure the vehicle complies with the safety requirements under the Highway Traffic Act.

Volunteer driver form on the back. (Must be completed for each trip)

VOLUNTEER DRIVER FORM
(Please complete prior to driving for each trip)

Driver's name: _____

Vehicle Make: _____

Model: _____

Licence Plate #: _____

Declaration to be signed by the driver:

- I declare that I hold an unrestricted valid driver's license and am authorized to drive in Manitoba and the vehicle described above is insured by a valid automobile liability insurance policy as required by Manitoba law.
- I declare that the vehicle described above is mechanically fit and that there are seat belts in working condition for all passengers.

Signature

Date