



VOLUNTEER AUTOMOBILE USE PERMISSION FORM 2015 - 2016

This form may be used for a single trip or for general permission for a given school year.

I volunteer to drive my personal vehicle to transport students for practices, contests, events, and/or field trip(s) during the current school year.

Name: _____

Driver's Licence #: _____ Expiration Date: _____

Year and Make of Auto: _____

Vehicle Licence #: _____

Insurance Carrier / Agent: _____

Insurance Carrier Telephone: _____

Liability Limits: _____

Policy Date: _____ Expiration Date: _____

Driving Restrictions: _____

**I CERTIFY THAT THE ABOVE INFORMATION IS CORRECT AND THE INSURANCE
COVERAGE IS IN FORCE. I UNDERSTAND I MUST HAVE LIABILITY INSURANCE
COVERAGE IN FORCE AND AGREE TO ADVISE LARCHMONT CHARTER SCHOOL, IN
WRITING, OF ANY CHANGES IN THE ABOVE INFORMATION.**

Parent's Signature: _____ Date: _____

Parent Cell Number: _____

BE SAFE - WHEN IN THE CAR - FOLLOW THESE RULES

- 1 Every person must have and wear a seat belt
2. Use the most direct route to destination
3. Do not make unnecessary stops
4. One passenger for each seat available
5. No one in the bed of a pick-up truck



VOLUNTEER AUTOMOBILE USE

Parent Guidelines and Acknowledgment

Acceptance as a volunteer is based on factors including, but not limited to:

1. No record of a serious or violent felony conviction (pursuant to Ed Code 45122.1) or requirement to register as a sex offender under California law (Penal Code 290)
2. **Live Scan fingerprinting**, with clearance from Department of Justice
3. A completed "Larchmont Charter School Volunteer Application Form" on file. Found in the Volunteer Handbook
4. **Tuberculosis (TB) Clearance**
5. Drivers should be at least 24 years of age.
6. Drivers must provide a **copy** of the vehicle registration and **proof** of current personal auto insurance limits of at least 50,000/100,000/50,000.
7. Drivers must provide a **copy** of their current CA driving record.
8. Volunteers should be aware of the fact that the school's insurance does not cover damage to their vehicle. The school's insurance applies as secondary coverage over the automobile liability policy that covers the vehicle, in the event the policy limits are inadequate.
9. Acceptable vehicles include: Private passenger (sedan) vehicles up to seven (7) passengers; sport utility vehicles of nine (9) passengers or less; seven (7) or eight (8) passenger minivans; eight (8) or nine (9) passenger vans (vans should not be used when they have a capacity of more than 11 people, including the driver).
10. All vehicles shall have adequate working seatbelts, brakes, wipers, and lights.
11. Recommended rule of three (3):
 - a. At least two (2) adults are required to transport a single student (unless responding to a medical emergency).
 - b. At least two (2) students must be present if transported by a single adult.
12. No stops other than to and from the activity should be made.
13. Parents should sign a permission slip that explains how transportation will be provided. It can include a waiver of liability if the activity is a voluntary one.
14. Positive attitude; interest in and enthusiasm for working with children
15. Ability to work cooperatively with school personnel and participate regularly
16. Good communication skills, moral character, dependability, health and personal hygiene.

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