

**Greystone Centennial Middle School
Student Transportation in Private Vehicles**

Please read:

[PSD Administrative Procedure 553 – Student Transportation in Private Vehicles](#)

Transporting students to and from school-sponsored activities during school hours:

Prior to the activity:

- Each driver who agrees to transport GCMS students for school-sponsored activities will be given a copy of Administrative Procedure 553 by the GCMS staff member organizing the activity.
- The driver will provide the school office with their vehicle insurance policy so a copy can be made and kept on file. The insurance policy must include the coverage outlined in Administrative Procedure 553.
- The driver will provide their drivers' license to the school office so a copy can be made and kept on file.
- The parent/guardian will be told when their child will be transported in someone else's' privately-owned vehicle. Information provided to the parent/guardian will include the drivers' name.

Other information:

- A driver volunteering to transport students for a school-sponsored activity will not be entitled to reimbursement for expenses.
- After school hours, extra-curricular, school sponsored activities require the parent/guardian to make arrangements for their child's transportation home. The parent/guardian who has arranged transportation in another person's vehicle for their child is encouraged to inform the activity coach/advisor of the transportation arrangements, including the name of the driver. Once the student is picked up by the parent, guardian, or authorized adult they are no longer the responsibility of the coach/advisor.

GREYSTONE CENTENNIAL MIDDLE SCHOOL

Parental Permission Form - Student Transportation In a Privately-Owned Vehicle

Child's Name _____ Activity: Jr. A Basketball

Activity Coach/Advisor: Lonnie Granley, Rilla Granley, Dale Johnson, Jason Byrne, Kulbir Dhaliwal

Venue: All league games and sporting events related to Basketball for the 2014 season

Date(s) of Activity or Sports Season: Jan. 2014 – March 2014

Name (s) of Person(s)/Driver(s) of Privately-Owned Vehicle(s) To Whom You Give Permission To Transport Your Child (Please state either “**All parents and coaches of members of the team**” or list all individual parents you are comfortable with driving your child). _____

By my signature below, I _____ the parent/guardian(s) of this child do
Parent's(s') Name(s) - please print
hereby acknowledge that :

- I have received and understand the PSD Administrative Procedure 553 - Transportation of Students in Privately-Owned Vehicles
- I assume responsibility for my child's safety and well-being once s/he has been taken to and/or picked up after the activity and at the venue listed by the person(s) designated above
- I absolve the staff of Greystone School and Parkland School Division of all responsibility for my child's safety and well-being once s/he is in the care of the person(s) designated above
- I have informed my child that s/he is not to change these arrangements for his/her transportation without my *prior* knowledge and permission
- It is my responsibility to inform the Coach/Advisor of any changes to the arrangements for my child's transportation to/from the activity venue, as described above, *prior* the date/time of the activity
- I believe that the person designated above is a responsible adult to whom I am entrusting my child

Signed _____ Date _____

This form must be completed and submitted to the activity coach/advisor before the transportation arrangements described herein take effect.

Volunteer Driver Declaration (rev. Sept. 20/04)

Preamble. You have been asked and/or have volunteered to transport students in your own, privately-owned vehicle or leased vehicle from our school to and/or from a venue where they are attending a school-sponsored activity. You should be aware that you are assuming *some* liability for the children's safety and well-being while they are in your care. In order to ensure that you are clearly aware of your responsibilities in this regard, you are asked to review the following eligibility statements, answer the questions completely and honestly, and sign the acknowledgement at the end. The completed form is to be returned to the GCMS staff member who is hosting the activity/event *before* you transport students in your vehicle. Please direct any questions or concerns in this regard to Carolyn Cameron, Principal. Thank you very much for your generous support of our school community!

1. Do you currently possess a valid driver's license authorizing you to operate the motor vehicle to be used to transport GCMS students? _____
2. Does the insurance on the vehicle that will be used to transport GCMS students include Public Liability/Public Damage of *at least* \$1 million? _____

I hereby acknowledge by my signature that:

1. I am aware that the insurance company that insures the vehicle in which I will be transporting GCMS students will provide the *primary* insurance coverage in the case of a claim (up to the maximum coverage) and that the insurance carried by Parkland School Division will assume *secondary* responsibility for the balance of any successful claim.
2. I have notified the insurance company that provides coverage for the vehicle in which I will be transporting GCMS students that I am volunteering to transport students for a school-sponsored activity in that vehicle (necessary in the case where the parent is volunteering in this capacity frequently or on a regular basis).
3. I have received a copy of the PSD Administrative Procedure 553 and understand its implications and expectations.
4. I have provided the principal of GCMS with an original copy of my insurance coverage for the vehicle in which I will be transporting GCMS students and of my current driver's license, which will be photocopied. The photocopies will be kept on file at the school.
5. I am assuming full responsibility for the safety and well-being of the children whom I am transporting in my vehicle from the time they come under my supervision, until their supervision is undertaken by a school staff member or the child's parent(s). I will report any problems or concerns in this regard to the staff member hosting the activity/event.
6. I will *not* be paid for my time nor have my expenses associated with this activity/event reimbursed by Greystone Centennial Middle School.

Name of Driver _____ Driver's Licence No. _____

Nature of Activity/Event/Season _____

Signed _____