



Volunteer Driver Application

To be completed by parent/guardian and returned to school

Freedom of Information and Protection of Privacy (FOIP)

Personal information is collected under the authority of the Alberta Freedom of Information and Protection of Privacy (FOIP) Act and the School Act.

The personal information collected on this form will be used and disclosed for the following purposes:

1. To establish that drivers meet the criteria to carry passengers for RVS-sponsored activities and programs.
2. To ensure there is a current record of insurance on file in the event of an accident or incident resulting in a claim.

This information will be treated in accordance with the privacy protection provisions of the FOIP Act. Your signature above specifically authorizes Rocky View Schools to disclose the information herein as set out in the mandatory requirements section at the beginning of this document.

If you have any questions about the collection or its intended use or disclosure, please contact Murray Besenski, Associate Superintendent of Schools at 403.945.4015.

This form must be completed by any person who will be driving a vehicle used to transport a person(s) to Rocky View Schools sponsored events. The driver must agree to Sections I & V and one of Sections II, III, IV in order to be able drive for the purpose noted above.

Name of Driver (please print): _____

Age of Driver (must be 18 years or older): _____ **Date of Birth:** _____

Name of School: _____

Check One: ☐ Student ☐ RVS Employee ☐ Volunteer

Please **read and initial the following Sections** to indicate that your understanding that the Sections that apply to you. Your initials will indicate that you agree with the contents of this form and that RVS, and the persons you transport, may rely on the accuracy of the statements made for all purposes. Your **signature is also required on Page 3** on this form.

This form will further confirm that you consent to the disclosure of this form and the information contained herein, notwithstanding any law that might otherwise limit or prohibit the disclosure if, in the opinion of RVS, disclosure is in the best interests of RVS, its insurers, or any person being transported.



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1. DRIVING RECORD

I have a valid Alberta Operator's Licence, detailed below, for the vehicle that I will drive. My Alberta Operator's Licence has not been under prohibition or suspension in the last three years. **(Note: If you have been prohibited or suspended from driving in the last three years, you cannot transport persons to events sponsored by RVS).**

Initials

Alberta Operator's Licence #: _____ Class: _____ Expiry Date: _____

When driving a vehicle, you must have the appropriate class of license:

Class 2 - Class 3, 4, 5 and any bus

Class 4 - Ambulance, taxi and small bus (including 12-passenger vans)

Class 5 - Two-axle motor vehicle and recreation vehicles

I have no more than four (4) demerits against my Alberta Operator's License.
(If you have 5 or more demerits, you cannot transport persons to events sponsored by RVS).

Initials

2. IF DRIVING A PERSONAL VEHICLE

Check one: Applicable ☐ Not Applicable ☐

I have confirmed and solemnly declare that the vehicle is insured under a valid and current policy of insurance for \$1,000,000 third party liability and have outlined the insurance information below which I certify to be accurate. In the event of a bodily injury or property damage claim, the vehicle owner's automotive insurance policy is considered primary insurance. Damage to the owner's vehicle is NOT insured by RVS.

(Note: You may not transport persons to events sponsored by RVS if the limit of insurance on the vehicle is less than \$1,000,000).

Initials

Vehicle Owner (if different than driver):	
Vehicle Owner's Insurance Company:	
Insurance Broker:	
Policy #:	
Liability Limit (minimum requirement - \$1,000,000)	



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3. IF DRIVING A RENTAL VEHICLE

Check one: Applicable ☐ Not Applicable ☐

I will register with the automobile rental agency as an additional/authorized driver for the rental agency's purposes. I will also ensure that RVS is listed as the renter of the automobile.

Initials

4. IF DRIVING A RVS-OWNED OR LEASED VEHICLE PLEASE INDICATE: ☐

5. OTHER TERMS AND CONDITIONS:

- 5.1 I will follow all conditions/endorsements that are noted on my Alberta Operator's Licence.
- 5.2 I agree to operate the vehicle in a safe manner and to abide by the laws within the jurisdiction(s) in which I am driving.
- 5.3 I agree to limit the number of passengers to the number of useable seatbelts and will not allow passengers to ride in the back (box) of a truck. All passengers must wear seatbelts while the vehicle is in motion.
- 5.4 I understand and agree that, in case of a claim, the vehicle owner's automobile liability is the primary insurance coverage.
- 5.5 I agree to immediately inform the school principal if any of the information provided on this form changes.
- 5.6 I agree to report to the school principal any accident that occurs while driving a RVS-owned vehicle, a RVS rental, or personal vehicle in connection with an activity sanctioned by Rocky View Schools.
- 5.7 I agree not to use my cell phone while the vehicle is in motion.

I certify that the information contained in this agreement is accurate. I have read, understand and agree to the Terms and Conditions listed above for being authorized to transport persons to events sponsored by RVS. I will give RVS a copy of my driving record (abstract) and a copy of my insurance policy details if I am driving my personal vehicle for a RVS-sponsored activity.

Signature of Driver: _____ **Date:** _____

(Completed form to be kept on file at the school for a period of two years)