

Biggs High School
Field Trip Drivers



Drivers need to complete the following list before being approved to drive students:

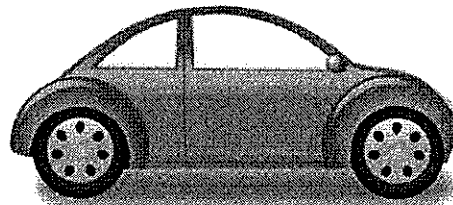
1. Current Drivers License
2. The attached forms (every year)
*Please fill out the first two forms and return to BHS office.
3. Include a copy of your insurance form.
*Your Insurance Agent can fax us a copy to our school office.
Fax # 868-1727

**Liability limits need to be at least;
\$100,000 per person
\$300,000 per incident
4. Fingerprints.... (only one time)
*Please go to the BUSD Office.

Please do this as soon as possible. Thank you for helping our students to reach their destination safely!!!

Biggs High School Office Staff

Amy Smith, Secretary
Rhonda Thomas, Attendance



TRANSPORTATION FOR SCHOOL-RELATED TRIPS

SCHOOL DRIVER REGISTRATION FORM

DRIVER INFORMATION

Driver (circle one): Employee Parent/Guardian Volunteer
Name: Date of Birth:
Address:
Telephone: () Cell Phone: ()
Driver's License No.: Expiration Date:

VEHICLE INFORMATION

Name of Owner:
Address:
Make: Year: License Plate No.:
Registration Expiration: Seating Capacity:

INSURANCE INFORMATION

Insurance Company: Telephone: ()
Policy No.: Expiration Date:
Liability Limits of Policy:
(Minimum \$100,000 per person/\$300,000 per accident)

DRIVER STATEMENT

I certify that I have not been convicted of reckless driving or driving under the influence of drugs or alcohol within the past five years and that the information given above is true and correct. I understand that if an accident occurs, my insurance coverage shall bear primary responsibility for any losses or claims for damages.

I certify that I have received and will abide by the driver instructions provided by the district.

Name: Date:

Please attach photocopy of current policy showing coverage.

APPLICATION FOR FIELD TRIP BY PRIVATE VEHICLE

This district is a member of the Northern California Schools Insurance Group which provides our liability insurance. The group's insurance protects both the district and its employees (or designated volunteers) up to \$1,000,000 for liability. This coverage applies only to employees (or volunteers) when they have been authorized by the district to transport students to and from activities. In order to provide coverage, this application must be on file with the district.

I wish to provide transportation in my private vehicle for students of this district for the following activity:

Describe: _____

Destination: _____

Dates _____ Time Leaving: _____ Time Returning: _____

Year and Make of vehicle: _____ License Plate #: _____

I understand that I am required to carry auto liability insurance with limits of at least \$100,000 each person/each occurrence for bodily injury and \$300,000 each occurrence for property damage (or \$300,000 combined single limit for bodily injury and property damage)

My insurance company is: _____ Policy# _____

For the safety of my passengers, I hereby state that the vehicle is in good operating condition including brakes, lights, steering and turn signals.

Driver Name:

Cell Phone Number

Driver License Number & Expiration Date

Home Address

Signature of Applicant

Date

Signature of District Official and Title

Date

Please attach photocopy of current policy showing coverage.

Exhibit
version: January 4, 2012
revised: November 5, 2014

BIGGS UNIFIED SCHOOL DISTRICT
Biggs, California

TRANSPORTATION FOR SCHOOL-RELATED TRIPS

DRIVER INSTRUCTIONS

When using your vehicle to transport students on field trips or other school activity trips:

1. Be sure that you have registered with the district for such purposes and have a valid driver's license and current liability insurance at or above the minimum amount required by law for each occurrence.
2. Check the safety of your vehicle: tires, brakes, lights, horn, suspension, etc.
3. Carry only the number of passengers for which your vehicle was designed. If you have a pickup truck, carry only as many as can safely sit in the passenger compartment.
4. Require each passenger to use an appropriate child passenger restraint system (child car seat or booster seat) or safety belt in accordance with law.
5. Do not smoke a pipe, cigar, or cigarette while there are minors in the vehicle, as required by law.
6. Obey all traffic laws.
7. Take the most direct route to the destination or event without unnecessary stops.

In case of emergency, keep all students together and call 911 and the district office at 530-868-1281.