

VOLUNTEER DRIVER RESPONSIBILITY

POLICY:

The Lake Stevens School District recognizes the valuable contribution made to the total school program through the volunteer assistance of parents and other citizens.

Upon approval of the principal, parents or a responsible adult may drive students in their own vehicles for school-related field trips or extracurricular activities. The driver of the vehicle shall acknowledge that he/she agrees to assume full responsibility for any liability or property damage, comprehensive or collision, made by or against the driver/owner of the vehicle. The District's liability insurance shall cover the risk assumed by the District.

The Superintendent shall be responsible for developing and implementing procedures for the utilization of anyone having contact with students in any volunteer setting.

Cross Reference:

Policy No. 6100.1: Guidelines for Advisors and Chaperones for Extended Educational Experiences

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PROCEDURES:

For adult volunteers who will be chaperoning field trips and driving students in their own vehicles, the following procedures will be followed:

- A. Principal's prior approval is required.
- B. Students who will be attending the field trip and will be passengers in another parent/chaperone's car will have completed a school district field trip/permission form signed by their parents. Such form must be received by the school prior to the field trip.
- C. The parent/chaperone will have completed the following forms: (1) Volunteer Application, (2) Washington State Patrol Background Check, and (3) the Lake Stevens School District Disclosure Form.
- D. Volunteer drivers will provide the school with a copy of their proof of insurance on their vehicle. This copy will be kept on file with their completed volunteer application form in the originating school/department.
- E. All passengers are required to have a seat belt.
- F. The completed forms will be forwarded to the Community Services Office at the Educational Service Center. A copy of such forms will be kept in the originating school/department.
- G. Upon completion of volunteer forms and submittal to the Community Services Office, volunteers will be considered approved. Should information be returned by the Washington State Patrol, the Community Service Office will contact the originating school immediately.
- H. The District's liability coverage shall cover the risk assumed by the District. The driver of the vehicle shall acknowledge that he/she will assume full responsibility for any liability or property damage, comprehensive or collision claims made by or against the driver or owner of the vehicle. The District shall not be obligated to pursue action against

another party who may through negligence do damage to either persons or vehicles enroute to school events.