



Northeastern Catholic District School Board

"Living our Catholic Faith to shape success for all of our learners"

101 Spruce St. North, Timmins ON P4N 6M9 (705)268-7443 or (877)422-9322 Fax (705)267-3590 www.ncdsb.on.ca

Appendix 3

Authorization to Transport Students Participating in School Events Volunteer Drivers

This will authorize _____ (name of volunteer driver) to transport students participating in the event(s) listed on the attached school schedule or to transport students participating in the following school activity:

Principal's Signature:

Date:

School Name:

All "Excursion Drivers" including Volunteer Drivers are advised that, in order to bring effect the Board's excess liability insurance, they should:

- (i) _____ use a licensed automobile which carries valid third-party liability insurance as required under legislation in the province of Ontario;
- (ii) _____ provide the Board prompt written notice, with all available particulars, of any accident arising out of the use of a licensed automobile during an excursion on business of the Board;
- (iii) _____ be aware that the Board's excess liability insurance comes into effect only after the "Excursion Driver's" insurance has been exhausted, to a combined total of \$15,000,000.

N.B.: An "Excursion Driver" is defined as any person authorized by the Board who has agreed to be a driver for a certain excursion while they are driving their own or another licensed automobile; to include trustees, employees, teachers, parents, volunteers, and officials of the Board.

Declaration to be signed by the Driver

- I declare that I am licensed to drive in Ontario and to carry passengers, where applicable, and my vehicle is insured by valid automobile insurance as required by Ontario law.
- I declare that the vehicle is mechanically fit and that there are seat belts in working condition for all passengers.

Signature:

Date:

Declaration to be signed by the owner of the vehicle, if the volunteer driver does not own the vehicle

- I declare that I have authorized _____ to drive my vehicle to transport students participating in the school event(s) listed on this form.
- I declare that he/she is licensed to carry passengers and is fully insured as a driver under the vehicle liability insurance as required by Ontario legislation. The vehicle is mechanically fit and there are seat belts in working condition for all passengers.

Signature:

Date:

January 2016