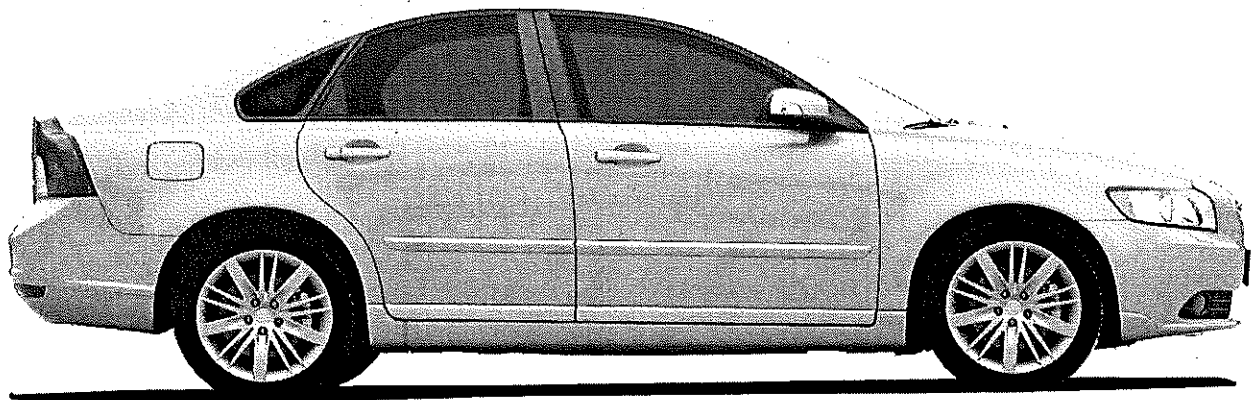


Application  
for  
Approved Volunteers  
to  
Transport Students  
in  
Privately Owned Vehicles



Updated Procedures Concerning Student Transportation in  
Privately Owned Vehicles (POV's)

**Estell Manor School District  
Staff & Volunteer Private Auto Insurance Information**

When parents/staff transport students to/from school activities, Estell Manor School District requires the following rules to be followed:

- Drivers must be parents/guardians or others over 21 years of age and approved by the superintendent/principal. They must hold a valid driver's license. (Copy attached)
- Driver must hold current liability auto coverage and a valid inspection sticker on any private car used for school activities. The principal or his/her designee must inform staff, parents and other non-staff members who drive private cars that the District provides no insurance coverage for them. (Copy of private insurance attached)
- No gas/monetary reimbursement will be given to persons providing private cars for school activities.
- Seat belts are required for all children and adult passengers.
- Volunteers are responsible for notifying the school of any changes.

**I acknowledge that I have read the above information, I hold a valid driver's license and my automobile carries the insurance specified above. I am fully aware my automobile coverage is primary for myself and all passengers I transport to and from specified locations. I hereby certify that all the below insurance information is valid and true at this time.**

**Driver Signature and Date** \_\_\_\_\_

Name of Driver and/or Insured \_\_\_\_\_

Address \_\_\_\_\_

Phone Number(s) (cell) \_\_\_\_\_ (home) \_\_\_\_\_

Drivers License # \_\_\_\_\_ Expiration Date \_\_\_\_\_

Year of Car \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_

License Plate # \_\_\_\_\_ Expiration Date \_\_\_\_\_

Owner of Car \_\_\_\_\_

Name of Automobile Insurance Company \_\_\_\_\_

Auto Insurance Address \_\_\_\_\_

Agent's Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Policy # \_\_\_\_\_ Expiration Date \_\_\_\_\_

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**For School Use Only:**

Names of Children in Vehicle \_\_\_\_\_

Date of Event \_\_\_\_\_ Teacher's Name \_\_\_\_\_

Destination \_\_\_\_\_