



## Driver Authorization/Chaperone Form

This form must be completed each school year and when information on the form changes.

### In addition to this completed form, the following are required to drive:

- Copy of current **insurance declaration page** showing:
  - Requirement Limits:
    - Bodily injury \$100K/\$300K
    - Property damage \$50K
  - Name(s) of insured Driver(s)
  - Current coverage dates
- Copy of current Driver's License on file at JAA
- Signed Driver/Chaperone expectations
- LiveScan fingerprint clearance on file at JAA

### Driver Information:

Today's Date: \_\_\_\_\_

Parent/Guardian

Volunteer

Employee

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

Driver's License No.: \_\_\_\_\_ State: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_ Other phone number : \_\_\_\_\_

Email Address: \_\_\_\_\_

### Vehicle Information:

Name of Owner: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_

Address: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_

License plate No: \_\_\_\_\_ Registration Expiration: \_\_\_\_\_

\*\*Scholar Seating Capacity \_\_\_\_\_ (Exclude front passenger seat, if front passenger airbag. All seats must have functioning seat belts)

### Insurance information

Insurance Company: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

### **IMPORANT!**

\* Does your policy expire during the academic year? If so, please provide updated information to the main office upon driver renewal. Driver's insurance must meet or exceed minimums, even to drive own scholar. Drivers can contact insurance company to raise limits for a one-time date or for the year.

\* Copies of insurance cards will not suffice

\* "Continuous until Cancelled" will not suffice as an expiration date

\* Please note: If personal vehicle is driven while on school business and an accident occurs, by law the driver's liability insurance policy is used first. The John Adams Academy liability policy would be used only after the driver's policy limits have been exceeded. The Academy/District does not cover, nor is it responsible for, comprehensive and collision coverage to the driver's vehicle.

**Child Car Seats:** Per California Department of Motor Vehicles, as of January 1, 2012, all children younger than eight years old, or under 4 feet 9 inches, must be secured in a car seat or booster. In addition, all kids younger than eight, must be secured in the back seat. Parents of scholars younger than eight years old or under 4 feet 9 inches must provide a car seat for their scholar on the day of the Academy-related driving event (i.e. Field Trip)



## Driver Authorization/Driver Chaperone Form

### Expectations

To ensure the safety of our scholars when on school field trips, the following rules must be observed.

Drivers/Chaperones:

- Will be responsible for all scholars at all times.
- Will be responsible for scholars assigned to their care
- Will take only the scholars assigned to their vehicle by the teacher.
- Will not use a cell phone or text while vehicle is in motion.
- Will not provide any inappropriate music while scholars are in their car. (If used, the radios should be tuned to only appropriate stations)
- Will not show movies or videos in their vehicle at any time.
- Will not make any unscheduled stops except when needed for gas. (ex. Ice cream, coffee, etc.)
- Will follow the travel instructions provided by teacher.
- Will be responsible to quickly locate their assigned scholars as they travel throughout the day.
- Will be responsible to stop all unnecessary noises and distractions during the trip.
- Will be responsible to see that their scholars ask permission to go anywhere.
- Will be responsible to see that they follow the teacher's instructions and requests.
- Will be responsible to see that scholars are treated with kindness and respect.
- Will be responsible to see that scholars have a positive experience.
- Will be responsible to see that they support the activity with enthusiasm, a positive attitude, and flexibility.
- Will be responsible to see that all passengers wear seat belts at all times while the vehicle is in operation.
- Will not bring siblings or young children and are not allowed on field trips.
- Will ensure that all scholars under eight years old or under 4 feet 9 inches will be secured in a car seat or booster.

I agree to abide by all expectations:

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Driver/Chaperone Signature