



Davis Waldorf School

Inspired Learning for the Whole Child

2018-2019 Automobile Usage Policies

Form must be completed each year by
Faculty, Staff, Parents & Volunteers.
Effective September 1, 2009

A LiveScan is required for all overnight field trips.
If you have not had a LiveScan, a Volunteer Form is required for day trips.

Two sides – Please review thoroughly and initial this side indicating your insurance meets the minimum requirements

1. A completed Auto Usage Statement (see reverse of this page) and current DMV print-out (obtained within the previous 2 months) must be on file in the school office prior to transporting students on officially authorized school business or related school activities, whether in a privately owned or rented vehicle.
2. School personnel or parents who transport students must be at least 21 years of age. All other volunteer drivers must be 25 years of age. **All drivers must be licensed to operate the motor vehicle they are driving.**
3. **All vehicles must be registered and insured**, and comply with all motor vehicle laws and regulations.
4. Primary insurance coverage for the vehicle and driver must meet the following minimum requirements:

| | |
|------------------------|---|
| Liability | \$100,000 per individual/\$300,000 per accident & \$50,000 property damage |
| Medical Payment | \$5,000 |
5. Children 11 and under may not ride in the front seat. All vehicle occupants must wear seat belts. No sharing of seat belts is allowed.
6. Small children should ride in a rear seat in child safety seats approved for their age and size. These child safety seats must be provided by the child's parent to ensure proper size.
7. No smoking is allowed.
8. Drivers may not use cell phones or text message while driving.
9. The use of pick-up beds (with or without camper shells) is not permitted for transporting passengers.
10. In the event of an accident, the individuals' own automobile liability insurance will always be considered as primary coverage. The School's insurance program responds only to excess damages over and above the individual's primary coverage and only when the driver is licensed and the vehicle insured. The School does not provide collision, comprehensive or other insurance coverage to cover damage or loss to a volunteer or employee vehicle. Please also note that the School accepts no liability for auto damage occurring in our parking lot or grounds unless caused directly by the negligent act of a school employee during the course of his/her normal duties.
11. The following applies to vehicles rented for use in connection with school activities:
 - a. Vehicle should be rented by Davis Waldorf School and be paid for by the School directly. If this is not feasible, an employee of the school should sign the rental agreement in the following manner: *Joe Smith on behalf of the Davis Waldorf School*
 - b. Renter should purchase all daily insurance offered by the rental company. This insures for both liability and damage to the vehicle.
 - c. Vehicles rented for the school may not ever be used for personal driving.
12. **All school rules regarding student behavior remain in effect while in a vehicle en route to or from school activities.**

Initial

Initial

Automobile Usage Statement

This statement must be completed, signed and returned to the school office two weeks prior to transporting students on officially authorized school business or related school activities, whether in a privately owned or rented vehicle.

Please attach a current print-out of your driver records. You can obtain this by signing on to <http://www.dmv.ca.gov/portal/dmv/detail/online/dr>. Submit this information with this signed auto usage form. There is a \$2.00 fee for this service.

I. By my (our) signature below, I (we) assert the following:

The driver(s) and vehicle(s) listed below are covered by primary insurance (not provided by Davis Waldorf School) that meets the minimum criteria described in the Automobile Usage Policy, and that this coverage will remain in force throughout travel during school activities.

The vehicle(s) listed below is regularly maintained, kept in good operating order, and may be operated and carry passengers legally in the State of California. The vehicle is equipped with one working seat belt for each passenger.

I (we) have read, understand, and will comply with the Automobile Usage Policies of the Davis Waldorf School (see reverse of this page).

Name of Driver: _____

Driver's License #: _____

Make of Vehicle: _____

Vehicle License #: _____

Auto Insurance Company: _____

Policy #: _____

Signature: _____

Date: _____

Name of Driver: _____

Driver's License #: _____

Make of Vehicle: _____

Vehicle License #: _____

Auto Insurance Company: _____

Policy #: _____

Signature: _____

Date: _____