



Our Lady of
Mount Carmel School

FIELD TRIP DRIVER INFORMATION

Prior to driving on a field trip a chaperone must have proof of licensing, required insurance coverage limits on file in the office. This may be done one time, but may be required more than once, if license or insurance expire during the school year. ***In addition they must be compliant by having completed Shield the Vulnerable.***

On many field trips, parents are asked to stay and participate in the activity of the trip. Drivers then are requested to assist the teacher in the **supervision** and **responsibility** of the students in the non-classroom environment. It is because of this role we ask drivers not to bring siblings on field trips.

To comply with Archdiocesan and Our Lady of Mount Carmel School regulations, all field trip drivers must read, complete and agree to the following rules:

1. Drivers must always be over 21 and preferably over 25 and must have a valid, current, unrestricted driver's license and a "clean" driving record for the past three years, including but not limited to: no fault accidents, no tickets for speeding, reckless driving, DUI, etc.
2. Vehicle, must carry \$100,000/\$300,000 of comprehensive, general liability insurance.
3. Drivers must be compliant by having completed Shield The Vulnerable. Certificate of completion must be on file in the school office, drivers must have completed an Archdiocesan background check or have LIVESCAN fingerprint clearance.
4. Each passenger must wear a seat belt. Children under the age of 12, due to their small stature and the resulting possibility of injury or death in the case of an accident, are not allowed to sit in the front seat of vehicles with passenger side airbags. Children under legal weight requirements must be in a car seat or other type of restraint for small children. Young children in a booster seat must sit in a seat with a shoulder strap. Middle seats or seats with only a lap belt may not be used
5. No private vehicle with more than 9 seats will be used. (Different laws apply to larger vehicles).
6. Unscheduled stops, including gas, drive-thru restaurants, home, etc. are not allowed. (Vehicle must be filled *prior* to arrival at school).

(OVER PLEASE)

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7. Children in the car are not to be treated to something special or extra. There is to be no TV/DVD watching to or from the destination. Please do not bring snacks, drinks, etc. for car travel. This eliminates hurt feelings or the possibility of children getting sick.
8. Children will be assigned to a driver who will be responsible for supervising these children for the entire field trip, unless drivers are instructed differently. Car assignments are made on the discretion of the teacher and may not be changed.
9. When returning from a field trip, drivers and children should remain in a location on the school yard designated by the teacher until the teacher has returned.
10. All field trips begin and end at school. School office is to be notified upon car's return to school.
11. Only students registered in grades TK-8 at Mount Carmel School may participate in school-sponsored field trips.
12. Drivers/Chaperones are asked not to use cell phone. Unless it is an emergency. Teachers expect chaperones support in the supervision of students.

The make and model of vehicle driving: _____

License No. _____

(Print) Name: _____

Field Trip Destination: _____

Signature: _____

(My signature indicates that I have read the above regulations and I agree to follow these expectations. I further understand that if my driving record is not in compliance with the above regulations, I will remove myself from participating in the field trip).

Date: _____ Cell Phone No.: _____