



VOLUNTEER DRIVER AUTHORIZATION

(Must be completed annually)

The personal information requested on this form is being collected pursuant to the *Freedom of Information and Protection of Privacy Act*, Section 32(c). The information will be used to make a determination regarding the authorization of volunteer drivers. If you have any questions concerning the collection or use of this information, please contact the Privacy and Information Co-ordinator, Calgary Catholic School District, 1000 - 5 Avenue S.W., Calgary, AB T2P 4T9 or you may call (403) 298-1411.

| | |
|--------------|--------------|
| SCHOOL NAME: | SCHOOL YEAR: |
|--------------|--------------|

Declaration of Volunteer Driver

I acknowledge that if according to my most current driver's abstract I have six demerit points or more I cannot become a volunteer driver. A copy of my insurance and passenger endorsement rider must be attached in order to receive approval.

I understand that in case of an insurance claim (i.e., third party damage &/or personal injury) my personal automobile liability insurance applies before the Calgary Catholic School District's insurance as described below.

Additional automobile liability insurance protection is provided under the Calgary Catholic School District's comprehensive general liability insurance policy for authorized volunteer drivers transporting students in privately-owned vehicles on an approved school activity or function. This insurance is only for an **amount in excess of the limit of liability provided by the vehicle owner's liability insurance policy.**

Damage to any vehicle, including the owner's, is the responsibility of the volunteer driver.

I Declare:

- That I have a minimum of five years driving experience.
- That to the best of my knowledge the vehicle used to transport students is in good operating condition.
- That I have informed my own insurance company that I am a volunteer driver at school. I have also inquired if a passenger endorsement is necessary.

By submitting this application to become a volunteer driver for the Calgary Roman Catholic Separate School District #1 I agree:

- A) To abide by the requirements of all applicable laws at all times while I am engaged in volunteer driving.
- B) To possess the proper class of license for the type and seating capacity of the vehicle that I will be operating.
- C) To provide to the school principal a written report of all accidents (whether or not occurring while I am volunteer driving) which will increase the number of demerit points against my license. I also agree to report to the school principal any suspensions of my license or change in my insurance status which may occur after the date of this declaration. I will not continue to volunteer if, during the course of the year, I accumulate more than 6 demerit points.
- D) To limit the number of passengers to the number of seat belts which are usable and to comply with the directions of teachers or agents of the Calgary Catholic School District.
- E) To undertake to maintain at all times insurance in an amount of not less than \$1,000,000 in respect of liability or injury or death of any students who are passengers in my vehicle while I am volunteer driving, and I have advised my own insurance company before undertaking to transport students.

I hereby declare that I have read and understand the information contained on this form.

| | | |
|------------------------------|---------------------------|------|
| Volunteer Driver's Signature | Vehicle Owner's Signature | Date |
|------------------------------|---------------------------|------|

Authorization to Release Driver's Abstract

| | | | |
|-------------------------|------------------|---|------|
| Driver's Name (in full) | | Date of Birth | |
| Driver's Address | | | City |
| Postal Code | Home Phone No. | Business Phone No. | |
| Driver's License # | Class | Expiry Date | |
| Volunteer Staff | Volunteer Parent | Seating capacity of your vehicle, not counting the driver: | |

I, the undersigned, authorize release of my Driver's Abstract to the Calgary Roman Catholic Separate School District #1 and/or its Insurance Agents.

| | |
|------------------------------|------|
| Volunteer Driver's Signature | Date |
|------------------------------|------|

| | |
|--|-------------|
| OFFICE USE ONLY | |
| I accept the above-named individual as an authorized volunteer driver for the _____ school year. | |
| Signature of Principal: _____ | Date: _____ |

Driving Within The Law

The following information has been taken from the Operator's License Information booklet published by Alberta Municipal Affairs, Registries – January 1995

Court-Related Suspensions

Persons convicted of violations under the Criminal Code of Canada, the Motor Vehicle Accident Claims Act, the Motor Vehicle Administration Act or the Highway Traffic Act, involving the operation or control of a motor vehicle may be suspended from driving in accordance with limits stated in the Motor Vehicle Administration Act.

It is unlawful to be in possession of an operator's license while it is suspended. You must surrender your operator's license to a Registry Agent. It is a serious offence to drive while under suspension.

Department/Ministerial Suspensions

Department/Ministerial Suspensions may be imposed for reasons such as poor driving record, failure to pay a judgement, or on medical grounds.

Demerit Point System

Demerit points are recorded against an operator's licence. An accumulation of 15 or more points within a two year period results in an automatic suspension.

When a total of 8 or more (but less than 15) demerit points have accumulated - you are mailed a notice of point standing.

When 15 or more demerit points have accumulated - the license is suspended for 1 month.

When the suspension is the second demerit suspension within 1 year - the license is suspended for 3 months.

When the suspension is the third or more demerit point suspension within 2 years - the license is suspended in each instance for 6 months.

There is no remedy or appeal against a demerit point suspension, unless it can be proven that demerit points were assigned in error. A request to review a driving record on these grounds must be forwarded to Alberta Registries by registered mail.

When a demerit point suspension has expired, the license is reinstated with 7 points. These points remain upon the record until a period of 2 years from the assessed date has passed.

When 2 years have elapsed from the date of a conviction - the number of points assessed for that conviction are removed from the points record until a period of 2 years from the assessed date has passed.

When 2 years have elapsed from the date of a conviction - the number of points assessed for that conviction are removed from the points record.

If a defensive driving course has successfully been completed prior to accumulating 15 or more points, a maximum of 3 demerit points may be removed from a driving record once every 2 years. These "merit" points remain on record for a period of 2 years before dropping off.

Demerit Point Schedule

| | | | |
|---|----------|---|----------|
| Failing to remain at the scene of an accident | 7 points | Improper backing | 2 points |
| Speeding - exceeding limit by more than 50 km/h | 6 points | Failing to stop for a school bus | 4 points |
| Speeding - unreasonable rate | 4 points | Failing to report an accident | 3 points |
| Speeding - exceeding limit by more than 30 km/h but not more than 50 km/h | 4 points | Improper passing | 3 points |
| Speeding - exceeding limit by more than 15 km/h but not more than 30 km/h | 3 points | Driving on the wrong side of the road | 3 points |
| Speeding - exceeding limit by up to 15 km/h | 2 points | Driving on the wrong way of a one-way highway | 3 points |
| Careless Driving | 6 points | Impeding passing vehicle | 3 points |
| Racing | 6 points | Failing to yield right-of-way to vehicle or pedestrian | 3 points |
| Failing to stop at a railroad crossing - school bus, or vehicle carrying explosives, gas or flammable liquids | 5 points | Failing to stop as directed by traffic control devices or as otherwise required | 3 points |
| Failing to stop for a peace officer | 5 points | Stunting | 3 points |
| Following too closely | 4 points | Failing to obey instructions of traffic control device | 2 points |
| Improper turns | 2 points | Traffic lane violation | 2 points |
| | | Failing to signal | 2 points |