

**FORESTVILLE UNION SCHOOL DISTRICT  
PARENT DRIVER FOR FIELD TRIP**

**DISCLAIMER STATEMENT**

I \_\_\_\_\_ understand that I am to complete the attached report and return it to the school office no less than 24 hours prior to the planned field trip, and I agree to donate the use of my personal vehicle, which I will drive, to transport students to and from this field trip. I hereby certify that the aforementioned vehicle is in good mechanical condition and that there are no known defects in any of its safety equipment, including brakes and lights.

I further understand that I will be under the general direction of a certificated employee at all times during the field trip.

The school has advised me that this field trip is being conducted under the Education Code Section 35330, a copy of which is below this statement.

I also understand that I must fill out in pertinent field trip information for each field trip on the back of the Field Trip Transportation Form, and sign it each time I drive my personal vehicle.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Ed Code 35330. Excursions & Field Trips**

(a) The governing board of a school district or the county superintendent of schools of a county may:

(1) Conduct field trips or excursions in connection with courses of instruction or school-related social, educational, cultural, athletic, or school band activities to and from places in the state, any other state, the District of Columbia, or a foreign country for pupils enrolled in elementary or secondary schools. A field trip or excursion to and from a foreign country may be permitted to familiarize students with the language, history, geography, natural sciences, and other studies relative to the district's course of study for pupils.

(2) Engage instructors, supervisors, and other personnel to contribute their services over and above the normal period for which they are employed by the district, if necessary, and provide equipment and supplies for the field trip or excursion.

(3) Transport by use of district equipment, contract to provide transportation, or arrange transportation by the use of other equipment, of pupils, instructors, supervisors or other personnel to and from places in the state, another state, the District of Columbia, or a foreign country where those excursions and field trips are being conducted, provided that, when district equipment is used, the governing board shall secure liability insurance, and if travel is to and from a foreign country, liability insurance shall be secured from a carrier licensed to transact insurance business in the foreign country.

(4) Provide supervision of pupils involved in field trips or excursions by certificated employees of the district.

(b)(1) No pupil shall be prevented from making the field trip or excursion because of lack of sufficient funds. To this end, the governing board shall coordinate efforts of community service groups to supply funds for pupils in need.

(2) No group shall be authorized to take a field trip or excursion authorized by this section if a pupil who is a member of an identifiable group will be excluded from participation in the field trip or excursion because of lack of sufficient funds.

(3) No expenses of pupils participating in a field trip or excursion to other state, the District of Columbia, or a foreign country authorized by this section shall be paid with school district funds. Expenses of instructors, chaperones, and other personnel participating in a field trip or excursion authorized by this section may be paid from school district funds, and the school district may pay from school district funds all incidental expenses for the use of school district equipment during a field trip or excursion authorized by this section.

(c) (1) The attendance or participation of a pupil in a field trip or excursion authorized by this section shall be considered attendance for the purpose of crediting attendance for apportionments from the State School Fund in the fiscal year. Credited attendance resulting from a field trip or excursion shall be limited to the amount of attendance that would have accrued had the pupils not been engaged in the field trip or excursion.

(2) Credited attendance shall not exceed 10 schooldays except in the case of pupils participating in a field trip or excursion in connection with courses of instruction, or school-related educational activities, and which are not social, cultural, athletic, or school band activities.

(d) All persons making the field trip or excursion shall be deemed to have waived all claims against the district, a charter school, or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip or excursion. All adults taking out-of-state field trips or excursions and all parents or guardians of pupils taking out-of-state field trips or excursions shall sign a statement waiving all claims.

No transportation allowances shall be made by the Superintendent for expenses incurred with respect to field trips or excursions that have an out-of-state destination. A school district that transports pupils, teachers, or other employees of the district in schoolbuses within the state and to destinations within the state, pursuant to the provisions of this section, shall report to the Superintendent on forms prescribed by him or her the total mileage of schoolbuses used in connection with educational excursions. In computing the allowance to a school district for regular transportation there shall be deducted from that allowance an amount equal to the depreciation of schoolbuses used for the transportation in accordance with rules and regulations adopted by the Superintendent.

## **PUPILS**

### **ARTICLE V, SECTION 5.16 b**

#### **USE OF PRIVATE VEHICLES FOR FIELD TRIPS**

Persons volunteering to use private vehicles for purposes of district-approved field trips must complete a Field Trip Transportation Form listing name of driver, insurance carrier, and amount of insurance coverage relative to bodily injury, medical, and property damage.

The driver shall also indicate on the Transportation Form the make of vehicle, license number and number of seatbelts provided. No student shall be transported in any private vehicle on a district approved field trip unless he/she is properly restrained by a seatbelt.

The driver shall also show proof that he/she is 21 years of age and is properly licensed and shall be required to sign a Disclaimer Statement in accordance with Education Code.

Drivers are encouraged to seek regularly scheduled vehicle inspections by qualified and skilled mechanics.

No open vehicles (pick-ups), campers or passenger vehicles designed to carry more than ten persons shall be used to transport students by private parties.

The driver shall be required to sign the Transportation Form indicating knowledge and compliance with the terms and conditions of the District Policy re. Use of Private Vehicles for Field Trips. Such signature further acknowledges that the driver knowingly and willingly assumes liability for the safety and welfare of all students transported in his/her private vehicle.

Adopted: June, 1985  
Revised: October, 1994

FORESTVILLE UNION SCHOOL DISTRICT

707-887-9767

FAX NUMBER: 707-887-2185

**FIELD TRIP TRANSPORTATION FORM**

Your willingness to use your own vehicle to transport students on a field trip is very commendable and appreciated. Please complete this form in its entirety and return it, along with a copy of your insurance coverage, to the School Office for verification **at least 24 hours** prior to the scheduled field trip.

Name of Driver: _____	
Mailing Address: _____	
Telephone #: (Daytime): _____ (Evening): _____	
Do you have a Valid California Driver's License? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Driver's License #: _____ Expiration Date: _____	
Have you ever been convicted of reckless driving or driving under the influence of drugs or alcohol within the past five years? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, the District prohibits your serving as a driver.	
Are you at least 21 years of age? _____ Expiration/Renewal Date of Insurance: _____	
Insurance Carrier: _____ Policy Number: _____	

Volunteers driving students on any activity away from school must show proof of the following insurance coverage. *	School Board Policy Required Coverage	Amount of Coverage Shown on your Policy
<b>BODILY INJURY</b>	\$100,000 - \$300,000	
<b>PROPERTY DAMAGE</b>	\$25,000	
<b>MEDICAL COVERAGE</b>	\$5,000	

\* You may seek a one-day Certificate of Insurance for the prescribed amount from your insurance carrier. Proof of this certificate must be attached to this form.

<b>CAR INFORMATION</b>	
<b>MAKE</b>	
<b>LICENSE NUMBER</b>	
<b>NUMBER OF SEATBELTS</b>	

Vehicle Safety: As a driver of a car transporting students, you are responsible for providing a safe vehicle, including the following:

1. Minimum tread on all tires (not bald or worn)
2. Seatbelts for all passengers
3. Working lights, turn signals, mirrors
4. Appropriate spare tire, highway flares
5. Normal operating engine
6. Normal interior and exterior
7. Normal mechanical systems, including steering and brakes

If your vehicle does not meet District expectations, it cannot be used for transporting students.

**Date of Field Trip # 1:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

Destination of Trip: \_\_\_\_\_

Name of Supervising Teacher: \_\_\_\_\_

Number of Passengers: \_\_\_\_\_

**Date of Field Trip # 2:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

Destination of Trip: \_\_\_\_\_

Name of Supervising Teacher: \_\_\_\_\_

Number of Passengers: \_\_\_\_\_

**Date of Field Trip # 3:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

Destination of Trip: \_\_\_\_\_

Name of Supervising Teacher: \_\_\_\_\_

Number of Passengers: \_\_\_\_\_

**Date of Field Trip # 4:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

Destination of Trip: \_\_\_\_\_

Name of Supervising Teacher: \_\_\_\_\_

Number of Passengers: \_\_\_\_\_

**Date of Field Trip # 5:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

Destination of Trip: \_\_\_\_\_

Name of Supervising Teacher: \_\_\_\_\_

Number of Passengers: \_\_\_\_\_

I hereby acknowledge that I have received a copy of the Forestville Union School District policy regarding Use of Private Vehicles for Field Trips, and that I have complied with the requirements as set forth. This page must be signed above for each field trip if the same vehicle is used and insurance coverage remains in effect and at the required amounts.

\_\_\_\_\_  
Driver's Signature

\_\_\_\_\_  
Date