

## Calvary Murrieta Driver Policy

VERY IMPORTANT.....MUST READ!!!!

Calvary Chapel Murrieta Church and Calvary Murrieta Christian School requires anyone driving students or children under the age of 18, to all Calvary Murrieta functions to be in compliance with the following policies:

- Regular drivers must be at least 25 years of age, (however exceptions will be considered on a case by case basis).
- The driver must have a valid Driver's License.
- All drivers must have Liability Insurance on any non church/school owned vehicle to be driven. **It is the Driver's responsibility to give the Athletic Office a current copy of their insurance card through out the year.**
- **The maximum amount of passengers in the vans at any time will be 9, 1 driver (10 MAX).**
- The Driver must fill out the Driver application and submit a copy of their Drivers License and Insurance card.
- The driver must adhere to D.M.V. driving laws at all times.
- The driver is responsible to be sure that each person wears seatbelts.
- If driving a School vehicle, they must check keys out with the Athletic Office on the day of the event before 3:30pm. If the event is on a non-business day, the driver will need to check keys out by no later then 3:30pm on the school day before.
- The driver of a School vehicle is responsible for **removing all personal items & any trash from the passengers** .
- A receipt can be submitted to the Athletic Office for reimbursement of funds for gas for use of a School vehicle.
- The driver of a School vehicle, must park the vehicle behind the north gate in the parking stalls along the freeway. If it is during school hours, they must lock the vehicle and return the keys to the Athletic Office. If it is after school hours, please put the keys in the glove box and lock the vehicle.
- Please report any damage or other incidences while vehicle is in your possession to the Athletic Office at 951-834-9190 x1166 immediately.
- The driver of the vehicle must have an approved application on file, however in case of emergency; any licensed driver can operate the vehicle & submit application on the following day.

## Volunteer Driver Application Form

We often need help in transporting students to athletic events. Our school parents have been generous in their assistance. The purpose of this form is to reduce the liability of the school and volunteer drivers by being proactive in our selection of parent drivers. If you are interested in helping with such needs during the school year, please fill out this form and return it (along with a copy of your valid driver's license and your current vehicle insurance card) to the athletic office. A new Volunteer Driver Application Form must be filled out **each school year**, and it must be kept up-to-date throughout the year as information changes. If there is a change in your insurance or in the status of your license, you must notify the athletic office immediately.

### Section I – Volunteer Driver Information

PERSONAL INFORMATION				
Name:				
Home Phone:	Work Phone:	Cell Phone:		
Street Address:	City:	Zip:		
Driver's License #:	State:	Expiration Date:		
Date of Birth:				
Car Model /Yr (1):		Car Model/Yr (2):		
Number of working seat belts in car #1:		Number of working seat belts in car #2:		
PERSONAL AUTO INSURANCE INFORMATION				
<i>The school requires volunteer drivers to have proof of liability insurance. Please list your insurance information below and attach a copy of your <b>current</b> insurance card.</i>				
Car #1 Insurance Co:		Car #2 Insurance Co:		
Policy #:		Policy #:		
PERSONAL DRIVING RECORD				
Have you been in an accident in the last three years? If you answered YES, please describe the accident and its cause:			Yes	No
Have you been ticketed for moving violations within the last three years? If you answered YES, please describe the infractions:			Yes	No
Have you been convicted for DWI/DUI of alcohol or drugs, or had your license suspended for moving violations, hit and run, eluding an officer, reckless or negligent operation of a vehicle, or driving while under suspension or revocation?			Yes	No

Please fill out backside also. Thanks →

## Section II – Requirements for Volunteer Drivers

I, \_\_\_\_\_ certify that for the \_\_\_\_\_ school year:

- I possess a valid California driver's license.
- I am at least 25 years old.
- I will maintain liability insurance coverage required by the school for the vehicle(s) listed in Section I and only volunteer to drive when such insurance policies and coverage are in force.
- I understand that in accordance with California State Law, the insurance provided by the registered owner of the vehicle is primary and that the insurance carried by Calvary Murrieta is secondary.
- I understand that my personal insurance is primary coverage for all accidents and injuries incurred when I drive my vehicle or my vehicle is used.
- I understand that Calvary Murrieta's insurance does not cover my vehicle or myself, only students on an official CMCS sponsored event.
- I also understand that any other children of parent drivers are not covered by the school's insurance; they are only covered by the driver's insurance
- I will provide a copy of my valid driver's license and current insurance card **prior** to requesting to drive students for CMCS.
- I will advise the school of any change in information provided on this form including, but not limited to, involvement in a car accident, any citations for moving violations, non-renewal of license, termination of license, change of insurance company, termination of insurance, or change in vehicle.
- Students riding in my vehicle(s) will be seated and secured with individual working seatbelts. (No double belting of children is permitted.) As required by state law, I will have a child restraint seat for each child under the age of 6 and weighing less than 60 pounds.
- To my knowledge, my vehicle is in safe operating condition (brakes, tires, etc.).
- I will read and follow the CMCS Driver Policy and Driver/Chaperone instructions for all field trips.
- I will notify school personnel if I wish to be removed from the Approved Driver List.

## Section III – Declaration and Signature

*I certify that this application was completed by me and that all entries on it and information in it are true and complete, to the best of my knowledge.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Full Name

## Section III – School Administration Approval

<i>FOR OFFICE USE ONLY</i>			
<i>Approved</i>	<i>Denied*</i>	<i>Administrator's Signature</i>	<i>Date</i>

*\*If denied, reason for denial:* \_\_\_\_\_