



Field Trips Using Parent Provided Transportation

- A minimum personal liability insurance coverage of \$1,000,000 Third Party Auto Liability must be carried on each private vehicle used to transport students on school approved trips. It is recommended that each private vehicle carry \$2,000,000 Third Party Auto Liability.
- Drivers who transport students in private vehicles are to be advised that their insurance coverage is always primary or first loss insurance and they are thus advised to inform their insurance companies if they intend to occasionally transport students. It should be noted that an additional premium may be required for this special coverage.
- The driver who is transporting students to and from a school sponsored activity must complete the Driver Registration form (found on the Delburne Centralized School website) and provide proof of \$1,000,000 Insurance. This is for all drivers driving any student that is not their own child. This paperwork must be on file at the school **two days prior to the field trip date.**
- Registered drivers must be twenty (20) years of age or older unless the driver is a student who has parental permission to drive himself or herself only. **No secondary school student, irrespective of age, may drive a private vehicle transporting other students to school-sponsored activities.**
- **Parents must provide a note to their child's teacher 2 days prior to the field trip stating that they wish their child to be transported to or from the field trip with a registered, designated parent driver. Note: Parents are required to be registered when transporting a child other than their own even when that child's parent is also riding in the vehicle.**
- Grandparents may transport their grandchildren but not other students without having completed the Driver Registration and Insurance Coverage. **A note from the parents is still required.**