

**Christian Academy**  
**Parent Transportation Agreement**  
**2017-2018**

Thank you for your willingness to help provide transportation for this field trip, athletic event or other school activity. Please read and be aware of the following guidelines before transporting any students.

- Never transport more students/passengers in your vehicle than the recommended/authorized passenger load by the manufacturer. Most minivans seat seven people (including the driver). **One seat belt per person.**
- The maximum number of individuals approved, by the manufacturers, for full-size vans and SUVs, is nine (including driver). **One seat belt per person.**
- The insurance policy of the owner of the vehicle follows the vehicle. In the event of an accident, the responsible primary insurance will be that of the owner of the vehicle. **The owner must have insurance.**
- You, the driver, must hold a valid driver's license for the state of South Carolina or North Carolina, be 21 years of age or older, and be a responsible law-abiding driver. A copy of your license must accompany this form.
- In accordance with SC state laws, drivers must NOT text and drive.
- Christian Academy reserves the right to ask drivers for a background check.
- Signature by the driver on this form denotes permission to check the driver's driving record.
- Please drive safely.

I have read and am aware of the above listed guidelines, as well as the Field Trip Driver's Guidelines.

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

Driver's Printed  
Name \_\_\_\_\_

Driver's  
License # \_\_\_\_\_ Expiration Date \_\_\_\_\_

Name of  
Insurance Carrier \_\_\_\_\_

Child's Name \_\_\_\_\_ Grade \_\_\_\_\_  
Child's Name \_\_\_\_\_ Grade \_\_\_\_\_  
Child's Name \_\_\_\_\_ Grade \_\_\_\_\_

**Christian Academy**  
**Field Trip Driver's Guidelines**

To ensure safety when on school-sponsored field trip, the following rules must be observed:

1. All students are to be individually buckled in by seat belts when moving in the motor vehicle.
2. Drivers are expected to follow the route selected by the teacher, unless prior approval for a route deviation has been secured.
3. The primary responsibility of the driver is to care for the students in the group assigned to the driver. Unless directed otherwise by the teacher in charge, keep those students with you at all times. Do not leave any location without having accounted for **ALL CHILDREN FOR WHOM YOU HAVE RESPONSIBILITY. Upon arrival at any location, make sure all students are accounted for when exiting vehicle and wait at agreed upon station until instructions are given by the coordinating or supervising teacher. Upon departure from any location, count all students under your care and assure that all are buckled in by their seat belts**
4. **When students have been returned to campus, remain with them until the teacher in charge has arrived and taken full responsibility for the class.**
5. Drivers are not to make stops that are not on the agenda for the entire class. (For example, stopping by a fast-food restaurant for a drink before coming back to the campus.) All stops must appear on the office Field Trip Request Form that was approved by the Principal.
6. Drivers are in authority in their vehicles. Correct any unsatisfactory behavior, including noise or rudeness, and provide the teacher in charge with information regarding any student(s) who fails to respond promptly and politely to correction.
7. If the trip requires several hours of driving time and the driver plans to have students view video tapes, listen to music, play handheld devices, etc. in the vehicle, the driver should refer to the teacher-specified guidelines.
8. Each driver is to complete the Parent Transportation Agreement form that provides insurance and driver information prior to leaving for the field trip.
9. The teacher should provide a written list of drivers and which students are riding in their car prior to departing the school grounds.
10. According to state law, and the safety of children, **drivers must NOT text while driving.**