Volunteer's Last Name: _____

The Geneva School
Application for Driving Record Check and Driver Agreement for Volunteers

To ensure the safety of Geneva students, all parents driving students on school sanctioned events such as field trips and athletic events must have completed a background check through the school's VECHs program (Volunteer & Employee Criminal History System at the Florida Department of Law Enforcement). Further information on how to submit to a background check can be found on the school website.

In addition, we require that all drivers submit to a driving record check. Only those cleared by the volunteer office will be permitted to drive students. ***Please note minimum insurance requirements stated below.***

Please complete the information below and return to the front office.
A $13 charge ($10 after the first year) will be added to a family's account to cover the cost of this check. Driving record checks are valid for one year (365 days).

Full Name:_____ Cell Phone: _____

Automobile liability insurance company: _____

Amount of Liability Insurance Held: $_____/ $_____/ $_____

bodily injury per person	bodily injury per accident	property damage per accident
Minimum: $50,000	**Minimum: $100,000**	**Minimum: $50,000**

Policy #_____Expiration date of policy _____

DL #_____Date of Birth _____

Please be sure to write your DL number correctly and legibly. A report that comes back saying, "No record found for this DL number" will result in an additional charge to your account.

- I understand that if my driving record should change after being cleared to drive, I am obligated to communicate this information to the Volunteer Coordinator.
- I understand that before I may drive TGS students I may be asked to show my driver's license and insurance card.
- All children under 12 years of age must not travel in the front passenger seat.
- Everyone in the vehicle must wear seatbelts.
- We ask that those driving not make unscheduled stops to stores, restaurants, banks, gas stations, etc. unless prior approval is given.
- Use of a cell phone while driving is prohibited except in the case of an emergency.
- All persons accompanying students must refrain from smoking.
- Volunteers are not to bring any other children on a field trip unless prior approval is given.

Click the links to the "Notice to Users of Consumer Reports: Obligations of Users under the FCRA," "A Summary of Your Rights under the Fair Credit Reporting Act," and "Driver Privacy Protection Act" are posted on the volunteer page of the school website.

I hereby authorize The Geneva School to obtain a report of my driving record. This authorization and release will remain on file for one year.

Signature:_____ Date: _____

Office Use

Background Check on File: ☐ Cleared to Drive: ☐ Not Cleared to Drive: ☐

Signature_____ Name:_____ Date: _____