

Eugene School District 4J
Staff & Volunteer Private Auto Insurance Information

When parents volunteer to transport students on a field trip,
School District 4J requires the following rules to be followed

- Drivers must be parents/guardians or others over 21 years of age and approved by the principal
- A State of Oregon minimum liability coverage of \$25,000/\$50,000 bodily injury liability, \$50,000 uninsured bodily injury, \$10,000 personal protection, and \$10,000 property damage liability coverage must be carried on any private car used for school trips. The principal or his/her designee must inform parents and other non-staff members who drive private cars that the District provides no insurance coverage for them
- No gas/monetary reimbursement will be given to persons providing cars for school activities
- Child passengers must be restrained in approved child safety seats until they weigh forty (40) pounds. Infants must ride rear-facing until they reach both one year of age AND twenty pounds
- A booster seat is required for all children weighing over forty pounds and up to 4'9" tall, unless they have reached age 8
- Seat belts are required for all other children passengers, as well as adult passengers
- If an accident occurs, report immediately to Risk Mgmt. (541) 790-7673
- The District carries excess auto insurance coverage for employees and approved volunteers while driving personal automobiles on approved school business. This coverage is for damages above the limits of the driver's own personal insurance policy.

I acknowledge that I have read the above information and that my automobile carries the minimum insurance specified above. I am truly aware my automobile coverage is primary for myself and all passengers I transport to and from specified locations. I hereby certify that all the below insurance information is valid and true at this time.

Driver's signature

(Please Print)

Name of Driver and/or Insured

Address

Phone Number(s) (work)

(home)

Driver's License #

Expiration Date

Year of Car

Make

Model

License Plate #

Expiration Date

Owner of Car

Name of Insurance Company

Auto Insurance Address

Agent's Name

Phone Number

Policy Number

Expiration Date

For School Use Only:

Names of children in Vehicle

Date of Event

Teacher's Name

Destination