



# Driver Safety Form

Troop Leader should retain this form. Do not return to the council.

Application Date \_\_\_\_\_

## Driver Information:

_____	_____	_____
Full Name	Phone	Cell Phone
_____	_____	
Driver's License Number	Expiration Date	
_____	_____	_____
Year & Make of Vehicle	Vehicle License Plate	No. of Passenger Seatbelts
_____	_____	_____
Name of Insurance Company	Policy Number	Expiration Date

*I understand that my own automobile insurance is primary, and Girl Scouts Spirit of Nebraska does not provide additional coverage for my automobile. The council's Business Auto Policy does not provide liability protection for me as a Girl Scout volunteer driver on Girl Scouts activities. Furthermore, Activity, Accident Insurance Coverage (Plan 1) provides coverage through GSUSA's group policy with Mutual of Omaha for the registered Girl Scout members.*

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Please note: Everyone who drives with girls must be a registered Girl Scout and have completed the Volunteer Screening Process as established by the council.**

Additional copies of this form can be found on our website at [www.girlscoutsnebraska.org](http://www.girlscoutsnebraska.org) under Forms and Resources.

See back for Driver Guidelines.

### For Troop Leader Use

Current	Date	Initials
<input type="checkbox"/>	_____	_____
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Drivers must be insured at the levels that meet the Nebraska laws. The minimum liability requirements in the state of Nebraska are \$25,000 for bodily injury or death of one person in an accident, \$50,000 for bodily injury or death of two or more people in one accident, \$25,000 for property damage in any one accident, and \$25,000/\$50,000 uninsured/underinsured per person in any one accident.

# Driver Guidelines

Girl Scouts like to take trips and we want the adults who drive them to have a good time, too! Follow these guidelines and you'll enjoy your turn at driving, and the parents of the girls will be comfortable having their girls ride with you.

Drivers for Girl Scout activities must be at least 19 years of age, have a valid driver's license, carry the minimum insurance required by law and have completed screening procedures for volunteers established by the council.

1. All safety standards and ratios must be met for all troop activities/trips. (See Volunteer Guide-chapter 4)
2. Be sure the vehicle is in safe condition prior to the trip. Check brakes, wipers, tires (even the spare), lights, signals, fluid and horn.
3. Vehicles should also carry a first-aid kit, flashlight and cell phone for emergencies.
4. Be prepared to show proof of insurance, car registration and driver's license if necessary.
5. Everyone (girls and adults) will be transported in vehicles designed by the manufacturer for the carrying of passengers. Persons will not be transported in campers except in those parts of the vehicle specifically designed to carry passengers.
6. All passengers must wear seatbelts at all times and/or be in a child safety seat as stated by Nebraska State Law.
7. Arrive at the departure point early enough to allow plenty of time for loading girls and supplies.
8. Observe speed and other traffic laws, not only for safety but as an example to the girls riding with you. Use turn signals for all turns and lane changes.
9. The leader will provide all drivers with:
  - Appropriate activity permission/health history release forms for all passengers (girls and adults). In case of an accident, these are necessary to insure prompt treatment. If an injury requiring treatment occurs, permission/health history forms should accompany the child or adult to the doctor or hospital.
  - The phone number of the troop's emergency contact person. If you are delayed, that person, should notify parents.
  - Directions/maps to destination. Be sure you know exactly where you are going. For long trips there should be pre-arranged meeting places along the route. Caravans (convoy-type travel) are to be avoided.
  - Council contact information. In an emergency, contact 911, then follow the council crisis communication plan. (In the back of the Volunteer Guide)
10. Before leaving, review or explain safety rules to all passengers:
  - Seat belts on at all times and/or in a child safety belt.
  - Hands and arms inside
  - Noise must be kept at a level acceptable to driver
  - Cover any special rules for your vehicle
11. Volunteers shall not use tobacco products while on council premises or while in the presence of girls during Girl Scout activities. Volunteers shall not use alcohol or non-prescribed controlled substances in the presence of the girls, or immediately before or during Girl Scout activities.
12. Cell phones shall not be used by the driver while transporting Girl Scouts. Always pull off the road, place the vehicle in park and turn on your emergency lights or pull into a parking lot before dialing.
13. Drive with extra caution during hours of darkness and any other time visibility is reduced or road conditions worsen due to darkness or weather.
14. When the trip is over, return activity permission/health history forms to the leader.