



Attention Volunteer Drivers:

The School District works closely with the Schools Protection Program in ensuring the safety of our students within the school as well as when the students are away on field trips. Our requirements are updated from time to time and we have recently revised the requirements for volunteer drivers. [We now require volunteer drivers to provide a transcript of their driving record annually.](#) You can get a free copy of your B.C. driving record once per year from a driver licensing office. It can be obtained immediately if you go in person or ask that it be faxed to you. Here's the process:

1. Go to any driver licensing office.  
Bring:
  - your B.C. driver's license, or
  - one piece of primary identification and a second piece of either primary or secondary ID.
2. Receive a copy of your driving record from licensing staff.
3. You can also call 604-661-2255 and it will be mailed or faxed to you.

The transcript will be reviewed by a school administrator to determine the driver's suitability.

In addition, a staff person will need to check the volunteer's vehicle to ensure there are an adequate number of seatbelts and that they are operating properly. Please carefully review the volunteer driver application form that is available from the office to ensure that you meet all of the requirements.

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