



CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Ave, Half Moon Bay, CA 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

TRANSPORTATION FOR SCHOOL-RELATED TRIPS

DRIVER INSTRUCTIONS / VEHICLE REQUIREMENTS

DRIVER: PLEASE KEEP THESE INSTRUCTIONS FOR YOUR INFORMATION

The teacher / trip organizer is required to submit a driver list to the school office at least one week prior to the trip. Please submit the following documents to the office:

- Completed "School Driver Registration Form"
- Copy of your valid Driver's License
- Copy of your auto insurance Declaration Page showing limits of liability

When using your vehicle to transport students on field trips or other school activity trips:

1. Field trip permission form must state parent/guardian transportation when privately owned vehicles are used for field trips.
2. A volunteer driver will be at least 21 years of age unless specific approval has been given for a younger driver by the superintendent or designee.
3. Be sure that you have registered with the school site for such purposes and have a valid driver's license and current liability insurance at or above the minimum amount required by law for each occurrence.
4. Check the safety of your vehicle: tires, brakes, lights, horn, suspension, etc. It is expected that all vehicles be maintained in a safe condition in compliance with all applicable motor vehicle requirements.
5. Carry only the number of passengers for which your vehicle was designed. If you have a pickup truck, carry only as many as can safely sit in the passenger compartment. Students are not to be transported in an open vehicle.
6. Require each passenger to use an appropriate child restraint system (child car seat or booster seat) or safety belt in accordance with law. No child under the age of 12 shall ride in a seat containing an air bag.
7. Do not smoke a pipe, cigar, or cigarette while there are minors in the vehicle, as required by law.
8. Obey all traffic laws.
9. Take the most direct route to the destination or even without unnecessary stops

In case of emergency, keep all students together, call 911 immediately and call the school site and District office

HATCH ELEMENTARY SCHOOL: (650) 712- 7160 x5000
EL GRANADA ELEMENTARY SCHOOL: (650) 712-7150
FARALLONE VIEW ELEMENTARY SCHOOL: (650) 712-7170
KINGS MOUNTAIN ELEMENTARY SCHOOL: (650) 712-7180

CUNHA INTERMEDIATE SCHOOL: (650) 712-5180
HALF MOON BAY HIGH SCHOOL: (650) 712-7200 x5060, 5000
PILARCITOS HIGH SCHOOL: (650) 712-7224 x5000
CABRILLO UNIFIED SCHOOL DISTRICT: (650) 712-7100