



North Kingstown School Department

Transportation Office
100 Fairway Drive
North Kingstown, RI 02852
Tel: 268-6510
Fax: 268-6512

USE OF PRIVATE VEHICLES TO TRANSPORT NORTH KINGSTOWN STUDENTS

If you transport students in your automobile, you should be aware that your automobile insurance would be used to the policy limit in the event of an accident for which damages are sought. **Your policy is the only source of insurance for physical damage to your vehicle.** The School Department's insurance, for bodily injury and property damage only, is activated if needed beyond your policy's coverage. The School Department's policy will be activated per its terms and conditions **only** if the trip has been approved by the appropriate administrators or by School Committee action.

Before you provide transportation, it is necessary to sign this form which indicates your willingness to assume this liability and attach a copy of your insurance card and drivers license and return it to Transportation with the Field Trip Request.

TRIP _____

DATE OF TRIP _____

INSURANCE COMPANY _____

POLICY NUMBER _____

NAME OF POLICYHOLDER _____

YOUR SIGNATURE _____

PRINCIPAL'S SIGNATURE _____

This form cannot be accepted unless accompanied by a copy of the insurance card for the vehicle and a copy of the license for the person who will be driving . Please return form and copy of insurance card & license to the Transportation Office.