

GIRL SCOUTS OF MIDDLE TENNESSEE

GUIDELINES AND AGREEMENT FOR VOLUNTEER DRIVERS

When travelling outside the regular troop meeting location, transportation becomes a major component of troop planning. The primary concern when transporting Girl Scouts is the safety of the girls.

TRANSPORTATION REGULATIONS

Personal vehicles may be used any time without Girl Scout approval. However, approval is required when using commercial transportation. For more information, see Safety-Wise section of Volunteer Essentials.

When transporting girls in privately-owned vehicles, Girl Scout safety standards require that the following conditions are met:

- Each driver of motorized private transportation must be at least 21 years old and hold a valid operator's license appropriate to the vehicle—state laws must be followed, even if they are more stringent than the guidelines here.
- Anyone who is driving a vehicle with more than 12 passengers must also be a professional driver who possesses a commercial driver's license (CDL).
- Ensure all drivers are adults—girls should not be transporting other girls.
- Never transport girls in flatbed or panel trucks, in the bed of a pickup, or in a camper-trailer.
- Keep directions and a road map in the car, along with a first-aid kit, a flashlight and safety equipment (e.g. spare tire, reflectors).
- Check your lights, signals, tires, windshield wipers, horns, and fluid levels before each trip and check them periodically on long trips.
- Keep all necessary papers up to date, such as your driver's license, vehicle registration, any state or local inspections, insurance coverage, and the like.
- Wear your seat belt at all times, and insist that all passengers do the same; keep girls under 12 in the back seats.
- Follow all the established rules of the road in your state (following the speed limit, keeping a two-car-length between you and the car ahead of you, not talking or texting on a cell phone or other personal electronic device, not using earbuds or headphones, driving with your headlights on, and so on).
- Avoid driving for extended periods at night, when tired, or taking medication that makes you drowsy.
- Plan rest stops every few hours; if driving with others, prearrange stopping places along the way. When planning longer trips, arrange for relief drivers. There must be a relief driver for trips of more than four hours.
- There is adequate space for luggage and equipment, which is stowed securely

DRIVER INFORMATION AND SIGNATURE AUTHORIZATION

To assure compliance with safety standards, all drivers must complete this form.

Driver's name: _____ Phone: day (____) _____ evening (____) _____

Driver's license #: _____ State: _____ Type of license: _____

Vehicle: *model* _____ *make* _____ *year* _____ *tag #* _____

Insurance company: _____ Policy #: _____ Exp. date: _____

I am willing to provide transportation for Girl Scouts. I attest that the safety standards listed above are met. I understand that I must report any changes in the information given above before agreeing to drive.

Signature: _____ Date: _____

SUBMISSION INSTRUCTIONS

Return completed form with a copy of your driver's license and proof of insurance to the troop leader. Drivers keep the top portion for future reference.

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