



School Field Trip Driver Pre-Certification Requirements

Summit School requires the following documentation from all Summit Parents/Guardians wanting to transport Summit students, including their own child(ren), during Summit School field trips.

Please submit all documentation to the school front desk at **least 3 weeks in advance of driving for your first field trip**. This documentation is required each school year.

All information will be kept confidential.

- Copy of your Driver License Motor Vehicle Record from ADOT***
Please visit www.servicearizona.com. This must be a recent report from within the last 30 days. You only need to submit this prior to the first time you are driving for a field trip each school year. Drivers' records that do not meet the criteria set forth by our Insurance policy will not be allowed to drive for school field trips and the individual will be contacted by the School
- Copy of your current driver license***
- Copy of your current proof of automobile insurance***
- Completed Field Trip Chaperone Guidelines and Agreement**

*If your motor vehicle record, driver license or automobile insurance changes or expires during the school year you are required to submit a new copy to continue to be an approved drive, please bring an updated copy to the school front desk.

THE DAY OF THE FIELD TRIP: The morning of the field trip, please complete the Day of Field Trip Driver Form. This form is located at the Summit School front desk and is required **each** time you drive for a field trip.

NOTE: Your vehicle is not covered by Summit School's insurance. Summit School does not have auto insurance.

Please Remember: No texting or phone use while driving!



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Summit School: Driving Record Policy

Any adult driving Summit School student(s) on a field trip, including their own child, must have a Driving Record that is within parameters set by Summit School (Summit) and/or Summit's insurance Carrier. This includes meeting the following minimum standards:

- Hold a Valid driving license
- Not more than one traffic violation and/or at fault accidents over a three (3) year period for drivers age 25 and older;
- No traffic violations and/or at fault accidents over a three (3) year period for drivers 21 to 25 years of age;
- No drivers under 21;
- No license suspensions for any reason over a three (3) year period
- No serious traffic convictions with the past five (5) years. Serious traffic convictions include but are not limited to the following:
 - Driving under the influence or while disabled by use of drugs
 - Refusal to take a breath analyzer test
 - Leaving the scene of an accident without reporting it
 - Homicide, assault, or criminal negligence resulting from the operation of a vehicle
 - Driving while license is suspended or revoked
 - Reckless or dangerous driving, which results in injury to a person
 - Racing and/or passing a stopped school bus
- Any other reason for which a driver is deemed unacceptable by Summit or Summit's insurance carrier for any reason subject to their sole discretion and standards.

Please Remember: No texting or phone use while driving!