École Élémentaire Sunshine Hills Elementary
11285 Bond Blvd
Delta, B.C. V4E 1N3
Tel: 604-594-8491 Fax: 604-594-3815
https://deltalearns.ca/ecolesunshinehills
http://sh.deltasd.bc.ca/home

April 26, 2018

Dear Parents/Guardians of Division 10:

Our class will be visiting the Surrey Art Gallery (Bear Creek Park) on Tuesday, May 15, 2018, to participate in the *Drawing on Diversity* program and to take a tour of the art gallery. We will be leaving the school at 10:30 a.m. and returning at approximately 3:00 p.m.

Please send an easy to eat, bagged lunch with your child. Please do not send soup, yogurt or other difficult (messy) to eat lunches as we will be eating at the gallery.

The cost for this field trip is $5.25 per student. Volunteers will be needed to help supervise and drive groups of children. If you are able to assist, please complete and sign the appropriate section of the attached consent form.

If you would like your child to participate in this field trip, **please complete, sign and return the attached consent form with payment by Tuesday, May 1st.**

As of July 2008, the law requires children under 9 years of age who are between 18 and 36kg (40-80 lbs) and less than 145 cm (4'9") tall require the use of a booster seat when riding in a motor vehicle.

Please ensure that your child brings his/her booster seat to school on the day of the field trip. Booster seats must be clearly labeled with your child's name. Parent volunteer drivers will not transport children who are not secured safely in a booster seat.

We realize that some of the activities scheduled throughout the year may be a financial burden for some families. We do not want to see any student deprived of the opportunity to participate in any activity. Therefore, the school would like to offer to help with the cost if necessary. Please do not hesitate to contact Ms. Greenhalgh or Mrs. Hoffinger in confidence if you would like some assistance.

Sincerely,

Ms. M. Cozens
Classroom Teacher

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CONSENT FORM

Accidents can be the result of the nature of the activity and can occur without any fault on either the part of the student, or the school board, or its employees or agents, or the facility where the activity is taking place. By allowing my child to participate in this activity, I am accepting the risk of an accident occurring, and agree that this activity, as described above, is suitable for my child. *

I give permission for _____, Div: ___to participate in the field trip to Surrey Art Gallery (Bear Creek Park) on *Tuesday, May 15, 2018*. I understand that my child may be exposed to certain risks while participating in this activity. Accidents and injuries may occur. Supervision will be provided by the school and parent volunteers. Transportation will be by volunteer Parent Drivers**. Enclosed is $ 5.25 (*Cheques payable to Sunshine Hills Elementary*.)**

OR

I do not give permission for _____ Div. _____ to participate in this field trip.

_____ _____
Printed name of Parent/Guardian Signed by Parent/Guardian

_____ _____
Address of Parent Date

Possible medical problems: [ ] nil [ ] medication required

Medication and dosage required: _____

** By providing consent to have your child participate, you are not waiving your right of recourse should your child be injured as a result of gross negligence on the part of any party. In such an event claims against the District, its employees, volunteers or agents would be handled by the provincial School Protection Program.*

PLEASE COMPLETE THIS SECTION IF YOU CAN DRIVE

I can drive the students on the field trip to *Surrey Art Gallery* on *Tuesday, May 15, 2018.* My vehicle has seatbelts for _____ students. It is the Driver's responsibility is to ensure all children are properly secured in booster seats and checklist is completed.

Name of Driver: _____ Phone # _____

Are you at least 21 years of age? Yes _____ No _____

Your valid B.C. Driver's License # _____ Expiry Date: _____

Vehicle License # _____ Expiry Date: _____

- *Please be sure to read the School District Policy on "Transportation of Students", which is found on the back of the field trip notice.*

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STUDENT TRANSPORTATION BY VOLUNTEER DRIVERS

Delta School District values the involvement and commitment of our volunteer drivers. Student transportation is the responsibility of the school principal who may designate a "supervisor" to assume overall responsibility for travel arrangements and supervision of travel for a particular school activity, or for all activities.

In accordance with guidelines in the Schools Protection Program Reference Manual and the regulations of the Motor Vehicle Branch, any volunteer driver willing to provide transportation where needed for organized school activities, must review and comply with the following conditions:

- The driver must hold a valid British Columbia driver's license (Intermediate Stage or Full Privilege only);
- The vehicle must have standard insurance coverage with I.C.B.C.;
- The vehicle must have one seatbelt available for every passenger, including the driver;
- The number of persons being transported in the vehicle must not exceed the normal carrying capacity of that vehicle;
- The vehicle must be maintained in sound mechanical order;
- Children under the age of 13 must not be transported in the front passenger seat in vehicles equipped with a front airbag on the passenger side;
- The driver must authorize a Criminal Records Check for situations involving overnight trips with students;
- ALL INCIDENTS OF INJURY OR VEHICLE ACCIDENTS MUST BE REPORTED TO SCHOOL STAFF and an Incident Report (Operations 1142) must be completed and provided to the School District Office.

A vehicle with a seating capacity of more than ten persons, including the driver, is classified by the Motor Vehicle Branch as a "bus". A "bus" used to transport students is required to have a valid school bus permit issued by the Motor Vehicle Branch. This will include volunteers' vehicles and rental vehicles used for student transportation.

Volunteers who rent vehicles to transport students for school-approved functions must be aware of the appropriate requirements for drivers license classifications, Third Party Liability insurance limits, and School Bus Permits, particularly when renting vehicles which have a capacity to carry more than ten people, including the driver. Vehicle capacity, and not the number of passengers being carried, is the determining factor. Only drivers who are declared to the rental agency are allowed to drive (confirm minimum age requirement for operating a rental vehicle with the rental agency). Insurance coverage is voided if an undeclared driver drives the vehicle.

The Insurance Corporation of British Columbia considers drivers to be "volunteers" as long as they are reimbursed only for reasonable expenses. If you are paid a wage or are reimbursed for your time, you no longer would be considered a "volunteer" and you should contact your Autoplan agent as it may be necessary for your vehicle to be rated for "business use".

Your actions on behalf of the School District are covered by the School Protection Program while participating in any school board or school-authorized and supervised activity. However, not all situations that occur during off-site school activities will be considered part of the approved activity. For example, if you decide to leave the premises of the school activity for personal reasons and are involved in an accident, the School Protection Program may not respond on your behalf. You should be aware that volunteers may have some personal legal liability exposures. These exposures may be insured under the liability section of homeowners' or tenants' insurance policies, or under an ICBC Policy. You are advised to check with your own insurance agents.

Third Party coverage above $200,000 (basic personal coverage) is provided by the Schools Protection Program, however, NO COMPREHENSIVE OR COLLISION coverage is provided beyond your own personal vehicle insurance.

There is NO MEDICAL, DENTAL OR DISABILITY COVERAGE for volunteers. If you are injured by the actions of other people, you still have the right of common law action and in the case of automobile-related injuries, ICBC coverage may apply. **Please report ALL incidents of injury or vehicle accidents to school staff immediately**.