

AP 308-1 Letter to Parents – (insurance requirements for transporting students)

(SCHOOL LETTERHEAD)

<date>

Dear Parent/Guardian:

We are most appreciative of the assistance you provide our school by transporting students in your private vehicle. For your information and protection, we would like to apprise you of the insurance protection you require and that which the School District provides you.

Prior to transporting our students we require the information as requested on the [AP 308-2 Volunteer Driver Application](#) which can be obtained from you at your convenience, and kept on file so that we only ask you once.

Once we receive this information and approve the trip our students would be attending, Abbotsford School District will cover you for third party liability in excess of the minimum \$1,000,000 insurance coverage required.

A copy of [AP 308 – Curricular and Extra-Curricular Activities](#) is attached for your reference in this regard. A copy of each form we utilize to retain your information and approve field trips is also attached for your reference.

We would like to take this opportunity to again thank you for your generous assistance in transporting our students.

Yours truly,

Principal

Attachments