

Re		6.15 Shared Drive Sheet contation Forms/Parents/Staff*)
Tn	usted Employees request sent Approved	for office use only

6.15 Transportation Authorization Form

There are certain school events which require transportation such as field trips, special lunches, etc. where parents volunteer/staff to help transport students to and from these events. The administration at CCS maintains the responsibility of ensuring the safety of the students. Any parent volunteer/staff who is transporting students for any reason must complete this form **and** a simple background check (through Trusted Employees) and turn it in to the Main Office before the date of the event.

Please supply the main office with an email address where you can receive the Trusted Employee link to complete the simple background check.

Please provide a photocopy of your driver's license and auto insurance card to the Main Office.

The following minimum requirements have been derived by CCS administration and the Ohio Department of Education publication "Ohio Pupil Transportation Operation and Safety Rules."

By signing this form you are verifying that all of the following statements are true about yourself.

- I am at least 21 years of age with a minimum of two years driving experience
- I do not have more than 6 points against my driving record in the last two years
- I have not been convicted of driving under the influence of alcohol or controlled substance during the past 10 years.
- I have not had two or more traffic violations in the past two years
- Any railroad crossing violation in the past year

Name (Print)		
Signed		
Email	Date	

Please turn this form to the main office along with a photocopy of your driver's license, auto insurance card and email where you can receive the Trusted Employee application link. (Note!! Trusted Employees digital application has a disclaimer that mentions a credit check. This is not one of the checks that CCS will run. We only check criminal and driving records.)