

Insured District Driver Request

DRIVER	
Driver Name: (Exactly as it appears on driver's license)	Date:
Date of Birth:	PA Driver's License Number:
Position:	Expected Driving Frequency: (per school year) <input type="checkbox"/> 0-2 times/year <input type="checkbox"/> 3-6 times/year <input type="checkbox"/> 6 or more times/year <input type="checkbox"/> Daily

GUIDELINES

Employees are insured and authorized to drive district vehicles upon the approval of administration and according to the policies and procedures set forth by the school board of directors and administration.

The school district will obtain motor vehicle records (MVR) as a part of the driver selection process for all prospective drivers. MVR will be checked on a three year basis and in conjunction with any involvement in an accident. Driver record information is confidential and restricted information and is used for the purpose of determining that employees are compliant with the guidelines listed below.

The following guidelines will be followed:

Based on accident/violation history, an individual's driver record becomes marginal or poor if one or more of the following exists:

- Three or more accidents (regardless of fault) in the last three years
- One or more Type A violations in the last three years
- Any combination of accidents and Type B violations that equal four or more in the last three years

Designation of Type A and Type B violations is based on a survey of state point systems. Violations receiving the higher number of points are classified as Type A.

Type A Violations

- Driving while intoxicated or under the influence of drugs
- Negligent homicide arising out of the use of a motor vehicle
- Using a motor vehicle for the commission of a felony
- Aggravated assault with a motor vehicle
- Permitting an unlicensed person to drive
- Reckless driving
- Speed contest
- Hit and run driving

Type B Violations

- All moving violations not listed as Type A violations

I understand the above guidelines and consequences and hereby request the Department of Transportation to furnish a copy of my PA Driver's Record to Palmerton Area School District on an annual basis:

Driver Signature: