

## Driver's Guidelines

Thank you for helping make this trip possible for girls!

Girl Scouts like to take trips and adults who drive them should have a good time too! You'll enjoy your turn at driving, and the parents of the girls will be comfortable having their girls ride with you.

1. Any adult who drives a Girl Scout who is unrelated to them, needs to be a registered & background checked volunteer with Girl Scouts Heart of Michigan
2. The leader is ultimately responsible for the safety of the girls. A driver needs to be prepared to show proof of insurance, car registration and driver's license.
3. Everyone (girls and adults) will be transported in vehicles designed by the manufacturer for carrying passengers. Persons will not be transported except in those parts of the vehicle specifically designed to carry passengers. All passengers must wear seat belts at all times. Seat belts should be used as designed, one person per belt.
  - Children from 4-7 years old AND under 4' 9" in height must be properly restrained in a child safety seat or booster seat in the vehicle.
4. Vans used to carry Girl Scouts should be designed to carry 12 passengers or less.
5. Arrive at the departure point early enough to allow plenty of time for loading girls and baggage.
6. The leader will provide drivers with:
  - Appropriate health history record and Parent Permission Form for all passengers (girls/adults). In case of an accident, these are necessary to ensure prompt treatment.
  - The phone number of the troop's emergency contact person. If you are delayed, call that person, who will notify parents.
  - Directions/map to destination. Be sure you know exactly where you are going. For long trips, there should be prearranged meeting places along the route. Caravanning (convoy-type travel) is to be avoided.
7. Before leaving, review or explain safety rules to all passengers:
  - Seat belts on at all times.
  - Hands and arms inside.
  - Noise must be kept at a level acceptable to the driver.
  - Special rules for your car.

8. Observe speed and other traffic laws not only for safety, but also as an example to girls riding with you.
9. No volunteer may undertake a role as a Girl Scout member while under the influence of or impaired by any illegal drug or alcohol, nor use or possess it while on GSHOM business. A volunteer, using a legally prescribed or over-the-counter drug, must not accept volunteer responsibilities if her/his abilities to perform safely are compromised by the use of the prescribed or over-the-counter drug.
10. The use of tobacco products will not be permitted at any Girl Scout function or in any vehicle transporting children. Adults can only smoke in designated areas away from children.
11. If an injury requiring treatment occurs, a health history record and Parent Permission Form should accompany a child or an adult to the doctor or hospital.
12. Drivers are encouraged to be registered adult Girl Scout members.
13. When the trip is over, return the health history records and Parent Permission Forms to the leader.
14. Drivers will not use cell phone while driving.
15. Drivers must rest after two hours of driving. Limit driving to six hours per day. Drive with extra caution during hours of darkness and any other time visibility is reduced or road conditions worsened.

**I have read and understand the “Driver’s Guidelines.”**

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**Signature**

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**Date**

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**Print Name**