



Transporting Girl Scouts—A Message to Volunteer Drivers

The primary concern when transporting Girl Scouts is the safety of the girls. When selecting transportation, volunteers must make certain that the owner/operator is properly licensed and insured and that the vehicle is properly registered and maintained. As a general rule, public transportation tends to be the safest way to travel. When transporting girls in privately owned vehicles, Girl Scout safety standards require that volunteers who drive girls must:

- Be a registered member of Girl Scouts with current [background clearance](#).
Leaders can view background clearance expiration dates at www.sdgirlscouts.org. Select the My GS tab and enter your username (Girl Scout email) and password. Select Member Profile and then Troops. Scroll down to Adults to see the CBC (criminal background check) expiration date for troop volunteers.
- Be currently licensed and carry at least the minimum insurance required by the state of California. NOTE: Minimum requirements may not be adequate under all circumstances; consult your insurance company to be sure that your coverage is sufficient for Girl Scout activities.
- Be an adult (21 years or older) with broad driving experience, mature judgment, and a safe driving record.
- Ensure that a fixed seat belt is available and used by each passenger (including the driver). No doubling up in seat belts. Be aware of age and airbags.
- Ensure that there is adequate space for luggage and equipment and that it is stowed securely.
- Ensure that the vehicle is serviced regularly, is in safe operating condition, and is equipped with first aid kit and safety equipment (e.g., spare tire, reflectors).
- Ensure that girls under 12 sit in the backseat whenever possible to avoid injury during deployment of airbag. Ensure that kids under the age of eight or under 4' 9" are secured in a car seat or booster seat in the back seat. Kids who are eight years of age or who are 4' 9" or taller may be secured by a safety belt in the back seat.
- Carry the health forms of the girls riding in their car. Forms should remain with drivers as long as girls are in the car.
- Hold a valid commercial driver license (state law) and carry a valid medical certificate when using a vehicle designated by the manufacturer for carrying more than ten passengers. Contact council before arranging the rental, charter, or use of large vehicles (more than ten passengers). Note that 15-passenger vans are not allowed.
- Plan rest stops every few hours and avoid driving for extended periods at night. Arrange for relief drivers if driving six hours or more.
- Not transport girls in a flatbed or panel truck, in the bed of a pickup, or in a camper-trailer.
- Not allow girls to transport other girls.
- Not drive when tired or when taking medication that causes drowsiness.

Drivers: Please complete this form and return the lower part to the volunteer in charge. Note that in the event of an accident, the owner's vehicle insurance is the primary applicable insurance.

TRANSPORTING GIRL SCOUTS

Driver's name _____ Phone _____
 Driver's license no. _____ State _____ Type of license _____ Vehicle license no. _____
 Vehicle model _____ Make _____ Year _____
 Number of passenger seats, with belts (excluding driver) _____
 * Insurance co. _____ Policy no. _____ Exp. date _____

I am willing to provide transportation for Girl Scouts. I attest that the safety standards A through I are met. I understand that I must report any changes in the information given above before agreeing to drive.

_____ Date _____ Signature _____

Comments: (Include times available/unavailable, if appropriate)

*Please include a copy of proof of insurance card.

Safety Activity Checkpoints - Checklist for Drivers (2024)

When driving a car, RV, or camper, take the following precautions and ask all other drivers to do the same:

- Ensure all volunteer drivers are at least 21 years old.
- Only adult volunteers transport Girl Scout members.
- Wear seat belts and insist that all passengers do the same. Each person must have their own, fixed seat belt.
- Anyone under 12 must ride in the back seats. Use car seats and boosters as required by your state.
- Never transport Girl Scout members in flatbed or panel trucks, in the bed of a pickup, or in a camper-trailer.
- Keep directions and a road map in the car, along with a first aid kit and a flashlight.
- Check your lights, signals, tires, windshield wipers, horns, and fluid levels before each trip, and recheck them periodically on long trips.
- Load gear appropriately. Heavy objects and luggage can affect vehicle stability and handling. Avoid overloading, especially on the top or back of any vehicle.
- Keep all necessary papers up to date including, but not limited to, your driver's license, vehicle registration, any state or local inspections, and insurance coverage.
- Follow the best driving safety practices:
 - Keep at least a two-car-length distance between you and the car ahead of you.
 - Do not talk or text on a cell phone or other device.
 - Do not use ear buds or headphones.
 - Turn your lights on when your windshield wipers are on.
- No caravanning (cars following closely together with the lead vehicle in charge) is allowed. Each driver must have information about the route and destination in addition to the cell phone numbers of other drivers.
- Know what to do in case of breakdown or accident. It is smart to have reflectors, a flashlight, a few tools, and a good spare tire.
- Take time to familiarize yourself with any new or rented vehicle.
- Take a break when you need it. The volunteer in charge of your trip will plan occasional stops, but it is okay to pull over to a safe place whenever you are too tired to continue. Relief drivers should be planned for long drives of six hours or more.
- Do NOT drive when you are tired or taking medication that makes you drowsy.

JN:kn

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