

**Request to Use Private Vehicle to Transport Students
West Carroll Special School District
General Request**

I request permission to transport students as needed for field trips, ballgames, and in cases of emergency. **The director of schools or his designee will be contacted orally or in writing with the names of the students being transported before the actual transportation occurs.** I have attached a copy of my insurance.

Teacher's Signature

Date

Insurance Expires on: _____

Insurance Approved and Permission Granted by:

Director of Schools

Date