

# Woodburn School District

## Approved Driver Request

[Woodburn School District: Safety and Operations](#)

**Driver Approval Process:** There are 5 steps to complete when requesting to become a WSD Approved Driver, they are as follows:

**Send the following documents to Tatiana together in one packet:**

- 1) [Supervisor Request](#) - for Driver, building administrator would need to sign the request. **This form must be completed digitally. Please download to complete.**
- 2) [Completed Driver](#) - Approval Request for Drivers of Type 10 Non School Bus Pupil Transporting Vehicles Form. **This form must be completed digitally. Please download to complete.**
- 3) Copy of your **current** first aid card
- 4) Copy of your **current** driver's license
- 5) Certificate of Completion for Type 10 Activity Vehicle Driver Manual 2005-ODE training (print from SafeSchool website) [Type 10 Activity Vehicle Driver Manual 2005-ODE training](#)

Once this has been approved by the Safety and Operations Director, the forms will be sent to ODE to process your request.

If you have any questions regarding the information on this form, please contact:

Tatiana Santillan  
DO Reception, Safety and Operations  
[tsantillan@woodburnsd.org](mailto:tsantillan@woodburnsd.org)  
(503)981-2713