

# Canon-McMillan School District Transportation Van Usage Form

School(s): \_\_\_\_\_

Sport/Activity: \_\_\_\_\_

Date of Trip: \_\_\_\_\_

Van Number: \_\_\_\_\_

Destination: \_\_\_\_\_

If you plan to stop anywhere besides the above location, where: .

\_\_\_\_\_

Driver Names:

1. \_\_\_\_\_ Emergency No: \_\_\_\_\_

2. \_\_\_\_\_ Emergency No: \_\_\_\_\_

3. \_\_\_\_\_ Emergency No: \_\_\_\_\_

Passenger Names:

1. \_\_\_\_\_ Emergency No: \_\_\_\_\_

2. \_\_\_\_\_ Emergency No: \_\_\_\_\_

3. \_\_\_\_\_ Emergency No: \_\_\_\_\_

4. \_\_\_\_\_ Emergency No: \_\_\_\_\_

5. \_\_\_\_\_ Emergency No: \_\_\_\_\_

6. \_\_\_\_\_ Emergency No: \_\_\_\_\_

7. \_\_\_\_\_ Emergency No: \_\_\_\_\_

8. \_\_\_\_\_ Emergency No: \_\_\_\_\_

9. \_\_\_\_\_ Emergency No: \_\_\_\_\_

10. \_\_\_\_\_ Emergency No: \_\_\_\_\_

Vehicle Pickup Date and Time: \_\_\_\_\_

Vehicle Return Date and Time: \_\_\_\_\_

# Canon-McMillan School District

## Support Facility Transportation Department

186 Boone Avenue  
Strabane, PA 15363  
Phone 724-745-1502

### Driver's License History Authorization

I authorize Jurdon Maier, Director of Facilities & Transportation, of the Canon-McMillan School District, to view my Driver's License History.

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PRINTED NAME

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DRIVER'S LICENSE NUMBER

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DRIVER'S SIGNATURE

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DATE

# **Mark Any Existing Damage You See Prior to Taking Van**

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Van #: \_\_\_\_\_



# KEEP THIS PAGE WITH YOU

## Safety Guidelines

1. Cell phone use by the driver when driving the vehicle is not permitted. Pull off the road in a safe location to make/or receive any calls.
2. The driver is responsible for making sure all passengers wear their seatbelts and enforcing riding rules.
3. No smoking in school vehicles.
4. No eating in school vehicles.
5. If you are on any medication that would impair your driving, you are not permitted to drive.
- 6. School Vans are 10-passenger vehicles including drivers. All passengers are to wear seatbelts while riding in the van.**
7. No trailers or special hitches are to be used with district vehicles.
8. No inside parking or use of parking garages of school vans.
9. All directions and alternate routes are the driver's responsibility.
10. A GPS System is available if needed.
11. Call the Director of Transportation, Jurdon, about accidents at 412-639-0126.
- 12. YOU are responsible for cleaning the van after your trip. Please pick up all trash before leaving the van.**

# KEEP THIS PAGE WITH YOU

## Emergency contact for vehicle failure: (call in the order below)

1. Support Facility/Garage - 724-745-1502 x0
2. Jason Krenzelak – 724-350-7810
3. Neil Stewart – 724-350-9611
4. Jose Tunon – 724-255-8269
5. Jeremy Addis – 724-413-8378

## Parking & Access to the Transportation Facility:

- Swipe your access card over the reader, located on the small island in the main parking lot, to open the gate. You may need to swipe your card several times. **If you do not have an access card, please contact Jurdon, Karen, Sarah, or Susan at the support facility**

The gate will close automatically in 60 seconds

Once inside, to reopen the gate, press the open button on the keypad to the left of the gate. Make sure the gate is closed before you leave

- **The vans are to be parked back in their numbered space in the van parking lot**
- **YOU are responsible for cleaning the van after your trip. Please pick up all trash before leaving the van.**
- Any problems that are minor in nature can be reported to the office or voice mail number 724-745-1502 x 0 for the front desk, option 2 – 1 for Sarah.