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Dear Parents,

Any vehicle used by Chantilly Academy Preschool for the transportation of children must meet the following requirements:

- The vehicle shall be enclosed and provided with door locks.
- The vehicle's seats shall be attached to the floor.
- The vehicle shall be insured with at least the minimum limits set by the Virginia state statutes; and the vehicle shall meet the safety standards set by the Department of Motor Vehicles and shall be kept in satisfactory condition to assure the safety of children.

In addition, during the field trip Virginia state statutes about safety belts, child restraints and additional guidelines must be followed. These requirements include, but are not limited to the list below:

- ALL children to be in a safety belt or if the child is under the age of EIGHT child safety seat properly secured.
- The children must remain seated and each child's arms, legs and head must remain inside the vehicle at all times.
- Doors must be closed properly and locked.
- At least one staff member or the driver must always remain in the vehicle when children are present. When entering and leaving vehicles, children shall enter and leave the vehicle from the curb side of the vehicle or in a protected parking area or driveway.
- When necessary to cross streets, children shall cross streets at corners or crosswalks or other designated safe crossing points if no corner or crosswalk is available.
- A list of the names of the children being transported must be kept in the vehicle.
- NO siblings may accompany us on field trips.

Your signature below certifies that your vehicle is in complete compliance with these State requirements, and that you will abide by these regulations when volunteering to transport children to and from field trips.

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I agree to comply and abide by the above regulations and requirements at all times while volunteering to transport children currently enrolled in Chantilly Academy Preschool.

Parent's Signature

Date

Revised 3/10/2014