



# Vehicle Permission Form

Dear Parent / Guardian,

The purpose of this form is **NOT** to encourage you to give your child permission to drive or to be a passenger in a private car this summer. As stated in the Staff Handbook, we believe that it is dangerous to be on the roads of the Catskill Mountains during the summer.

The purpose of this form is to make sure that you are aware of the dangers and can therefore make an informed decision regarding your child.

Sincerely,  
The Camp Kaylie Administration

## USE OF CARS

**The administration of Camp Kaylie very strongly believes that driving in the Catskill mountains is extremely dangerous.**

Camp Kaylie has formulated a driving policy that, we believe, addresses this issue in a way that is both fair to our staff while, at the same time, preserving our primary goal of maintaining a safe environment for everyone.

### I. STAFF WHO HAVE NOT YET COMPLETED ONE YEAR OF POST HIGH SCHOOL

1. May NOT drive any vehicle at any time while in the mountains
2. May NOT be a passenger in any vehicle driven by another staff member unless his/her parent or guardian has signed the "VEHICLE PERMISSION FORM"

### II. STAFF WHO HAVE COMPLETED AT LEAST ONE YEAR OF POST HIGH SCHOOL

1. May only drive on their day off and ONE night out during the summer after getting permission from the Head Counselor if their parent or guardian has signed the "VEHICLE PERMISSION FORM".
2. May carry another staff member ONLY if both the parent or guardian of the driver and the parent or guardian of the passenger have signed the "VEHICLE PERMISSION FORM".
3. All vehicles must be in good working condition and meet all Department-of-Motor-Vehicle and insurance company regulations.
4. All vehicles must have seat belts, to be used by passengers at all times.
5. Under no circumstances should any vehicle transport more than its legal capacity of passengers.
6. A staff member is NEVER allowed to take a camper in his/her car.
7. Specific permission from the Director must be granted for passengers in a car.
8. Only on their days off will staff members be given permission to use their vehicles.
9. Staff members must register their vehicle using the online "CAR REGISTRATION FORM" found in your workbright account.
10. You must return to camp before curfew.
11. No vehicle may be driven on campus. You **MUST** park in the assigned parking lot only. Anyone found driving on campus will lose driving privileges at Camp Kaylie.
12. **No staff member, including upper staff, may leave camp without permission from their supervisor.**

## Part 1

FOR STAFF WHO HAVE NOT YET COMPLETED ONE YEAR OF POST HIGH SCHOOL

**You are not allowed to drive a car to or during camp.**

I \_\_\_\_\_, the parent / guardian of \_\_\_\_\_

- ☐ Give my child permission to be a passenger in a car driven by another Camp Kaylie Staff member (non-authorized camp driver).

Parent / Guardian Signature \_\_\_\_\_

\_\_\_\_\_

## Part 2

FOR STAFF WHO HAVE COMPLETED AT LEAST ONE YEAR OF POST HIGH SCHOOL.

I \_\_\_\_\_, the parent / guardian of \_\_\_\_\_

- ☐ Give my child permission to drive his/her vehicle on his/her day off or one night out during the summer after getting permission from the Head Counselor.
- ☐ Give my child permission to accept another staff member as a passenger (who has permission from their parent / guardian).

Parent / Guardian Signature \_\_\_\_\_

# CAR REGISTRATION FORM



**IF YOU ARE PLANNING ON BRINGING A CAR TO CAMP YOU MUST FILL OUT THIS FORM**

**YOU MUST, AS WELL, CONTACT THE OFFICE FOR PERMISSION TO BRING A CAR.**

Please review the GUIDELINES FOR "USE OF CARS" DURING THE SUMMER which can be found in the staff handbook.

FIRST NAME	
LAST NAME	
PHONE # AT CAMP	
COLOR OF CAR	
MAKE	
MODEL	
LICENCE #	

I have read and understand the guidelines for "USE OF CARS" during the summer.

Signature \_\_\_\_\_