

# Trips, Transportation & Traveling with Minors

last update: February 3, 2026

## TRIPS

1. All trips and any meetings conducted off the church premises must be pre-approved by the church board, whether day trips or overnight trips.
2. If the trip has been previously approved by the church board and if the trip is being led by a church elected director/leader, the Arizona Conference General Liability Insurance automatically covers the group, however each Pathfinder Club is strongly encouraged to purchase supplemental group insurance to provide an additional layer of coverage for Pathfinder activities.
3. All volunteer drivers and chaperones should have completed the Sterling Volunteer Screening Child Protection Training and Background Check.
4. Appropriate auto insurance coverage\*\* should be in place prior to any trip for any personal vehicles driven. Drivers should be at least 25 years of age and have a good driving record (no more than two traffic citations and no “at-fault” accidents).
5. Written consent by a parent or guardian specifically for each trip and related activities must be obtained well in advance.
6. There must be adequate, gender-appropriate, supervision for boys and girls.
7. Arrangements and procedures must be put in place to ensure that rules are followed and appropriate boundaries are maintained.
8. The provision of appropriate and adequate sleeping arrangements should be ensured in advance of the trip.
9. Sleeping areas for boys and girls should be separate and supervised by two adults of the same gender as the group being supervised. If in an emergency situation, an adult considers it necessary to be in a child's sleeping areas without another adult being present he or she should immediately inform another adult in a position of responsibility.

\*\* \$250,000/\$500,000 Bodily Injury Liability - \$100,000 Property Damage Liability - \$250,000/\$500,000 Underinsured & Uninsured Motorist

## TRANSPORTATION

1. When transporting children or youth, there should always be two adults in each vehicle. The driver's responsibility must be focused on the highway and traffic conditions. They cannot safely drive and provide vehicle supervision at the same time.
2. The use of 15 passenger vans is not approved for use in church and school sponsored events by the Arizona Conference.

## TRAVELING WITH MINORS

1. Volunteers should not travel alone with a child or young person. If only one adult is available, there should be a minimum of two children or young people present for the entire journey.
2. If an emergency situation arises where it is necessary to travel alone with a child, the child's parent or guardian should be informed immediately.



# CERTIFICATE OF QUALIFICATION TO TRANSPORT MINORS BY PRIVATE VEHICLE

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(This form, along with a photocopy of the proof of vehicle insurance, is to be on file with the participating church.)

**CHURCH NAME:** \_\_\_\_\_ (Retain completed form with church records)

1. The undersigned is volunteering to drive a motor vehicle for transporting minors on a church sponsored/authorized activity, and hereby certifies that the following information is true and correct.

- ☐ I have completed a Volunteer Screening/Background Check.
- ☐ I have a current standard or higher driver's license.
- ☐ I have an acceptable driving record during the previous three years with no more than two traffic citations and no at-fault accidents while driving any vehicle.
- ☐ I am at least 25 years old.
- ☐ I have provided a photocopy of my current vehicle insurance card to the church office.
- ☐ The automobile I will be driving is insured in compliance with local state laws.

2. The number of riders shall not exceed the seating capacity with safety restraints.

3. Open trucks or open pickups shall not be used to transport people.

4. The use of trailers, moving vans, and 15-passenger vans are prohibited for use in transporting people.

5. When using campers, verbal communication must be available at all times between driver and all passengers. When motor homes are used to transport people, seating capacity shall be adhered to strictly.

6. Each vehicle shall have two adults: driver and another at least 21 years of age when transporting minors.

7. Travel in a group as much as possible.

8. Each vehicle must carry the event Parental Consent & Medical Release forms for each child in the vehicle.

Driver's Signature \_\_\_\_\_ Date \_\_\_\_\_

Name of Insurance \_\_\_\_\_ Policy Number \_\_\_\_\_

