

## **Requirements to become a Certified Van Driver for Fort Thomas Independent Schools.**

1. District approved physical – required every two years
2. Driving Record – required every two years
  - a. KY residents may fill out form and submit to Director of Transportation for District to pull.
  - b. Out of state residents must pull their own record and submit it to the Director of Transportation for approval.
3. Copy of the front and back of driver's license. Copy must be legible.
4. CPR/AED & First Aid Certified – required every two years.
  - a. Classes are offered in July, August & February through the District. If those options do not work for potential drivers, they will need to find an alternative option. Options may include: St. Elizabeth Healthcare, NKEMS and American Heart Association. ALL classes must be in-person/hands on, not remote.
  - b. Coaches – KHSAA Sports Safety Course can replace the First Aid portion. This is also required every two years.
5. Driving Contract signed by driver – required every year

All paperwork should be submitted to the Administrative Assistant for Athletics at the High School.

Director of Transportation will inform driver once they are approved.

Certification is valid for one school year.