

LINCOLN PUBLIC SCHOOLS

RISK MANAGEMENT

Employee Transporting Students Driving Record Check

If you are an LPS employee who will be driving an LPS owned/leased vehicle or your personal vehicle to transport students, you need to complete the information below and submit the form to Risk Management at least one week prior to the initial activity date. The information will be used to obtain a driving abstract from the Department of Motor Vehicles. All employees transporting students must have a valid Nebraska driver's license with a good driving record. The driving record will be reviewed annually.

Please print/type information:

NAME: _____

POSITION: _____

BUILDING: _____

DR. LIC. #: _____

EXP. DATE: _____

BIRTH DATE: _____

Return form to Risk Management, Box 14 – LPSDO – or fax 436-1620

RISK MANAGEMENT USE ONLY

DATE DRIVING ABSTRACT REVIEWED: _____

BY: _____