

File	Where to find	Date Submitted
Online Car Seat & Booster Safety Workshop from Little Lungs First Aid.	https://www.littlelungsfirstaid.com/online-car-seat-lp . Provider has obtained car seat safety training (in class done once every 3 years, online refresher in between those years)	
Read Transport Canada car safety rules	www.tc.gc.ca/roadsafety/kids	
Proof of vehicle insurance on file with 2-million-dollar liability insurance	Car Insurance of your choice	
Knowledge of air bag Re: under 12 years of age Knowledge of booster seats children 40-80 lbs.	https://childdev.com/edmonton/educator-portal/ When installing a car seat for the first time , educators must complete and keep records of the appropriate Yes Test for the car seat they are installing (Rear Facing, Front Facing and Booster Seat). Please see the educator's portal for these printable forms. If a seat is removed and re-installed, Yes Tests will need to be completed again (even if a parent is the one installing the seat).	
Written permission from parents on file	Updated General Field Trip Form https://intellitive.website/childdev/wp-content/uploads/2023/08/general-field-trip-authorization-form-230208.pdf Specific Field Trip Form https://intellitive.website/childdev/wp-content/uploads/2023/08/specific-field-trip-form-230208-1.pdf	
Driver's License and record expiry date (or spouse if they drive)	Expiry Date:	
Transportation Policy	https://childdevelopment.docuware.cloud/DocuWare/Forms/transportation-policy?orgID=5c327ddf-3c0a-4ee8-8452-0a463ff1f553	

Additional resources: <https://myhealth.alberta.ca/Alberta/Pages/tether-strap-and-universal-anchorage-system.aspx>