Transportation of Students to School-Sponsored Events

Section 1.  General.  In the interest of student safety and to the extent practical, school buses will be used to transport students to and from school and school-sponsored activities. The Board recognizes that it may not always be possible or reasonable to provide bus transportation. Privately owned vehicles may be used for student transportation when, in the opinion of the building principal and with the written approval of the Superintendent, this is the most practical or only possible method of transportation. To safeguard the district employees, volunteer drivers, and students and to reduce the district’s exposure to liability:

A. Prior to use of a private vehicle for school purposes, the employee must have the written permission of the Superintendent/designee.

B. No student may be sent on school errands with his/her vehicle, an employee’s vehicle, or a school-owned vehicle.

C. School activities and field trips will be made by bus whenever practical.

D. Students participating in school-sponsored activities held outside of the District are expected to travel to and from the event in District-provided transportation. Parents may transport their own child from the event but may not transport other students. Exceptions may be granted on a case-by-case basis by the principal or his/her designee.

E. If only one student is involved, a second responsible adult, or additional student(s) must be present on the trip, except in emergencies or with the permission of the Principal and/or parents.

F. The Superintendent may approve the use of private vehicles in situations in which budget or schedule restrictions make it prohibitive or impractical.

G. When private vehicles are used, the driver must be age 21 or older, have a valid license, and carry a minimum liability insurance of $100,000/$300,000, minimum property damage insurance of $50,000, and minimal medical coverage of $5,000.

H. The vehicle must have current registration and have a seat belt for the driver and each passenger.

I. No employee may transport students in their personal vehicle for school purposes without prior authorization by the Superintendent/designee.