

STUDENT TRANSPORTATION IN PRIVATE VEHICLES

The Board of Directors recognizes the need for the use of vehicles for school purposes for transporting individual and/or small numbers of students. To safeguard the District, employees, volunteers, students and their families in matters of liability, the following shall be observed:

1. To use a private vehicle for school purposes, the driver must have prior authorization of the Superintendent of Schools and immediate supervisor.
2. A written transportation authorization form will be completed by the driver and will indicate who will transport, what the purpose of the activity is, who will be transported and what the destination and time requirements of the activity will be.
3. The Board of Directors specifically prohibits any driver from transporting students for school purposes without prior authorization by the Superintendent of Schools and the immediate supervisor.
4. All school activities and field trips shall be made by use of school vehicles except when the individual and/or small numbers of students may not warrant such use.
5. For student transportation provided in private vehicles, a driver's limit of liability insurance for bodily injury and uninsured motor vehicle shall be at a minimum coverage of \$100,000/\$300,000.
6. Written documentation of a driver's current insurance policy and a valid driver's license shall be on file at the Superintendent of Schools office prior to student transportation being provided in any private vehicle.

CROSS REFERENCES: IIC, Community Partnership
 IICA, Field Trip and Athletic Requests

ADOPTED: January 9, 1996

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