Policy

**STUDENT TRANSPORTATION IN PRIVATE VEHICLES**

*Code* **EEAG** *Issued* **DRAFT/18**

*Note: There are liability issues involved with the use of private vehicles for student transportation. The board should consult with retained legal counsel prior to approving a policy which allows such use.*

Privately owned vehicles of staff are not permitted to transport students to or from school-sponsored activities.

*Optional:*

*In extremely limited instances where, in the opinion of the superintendent or his/her designee, transportation of students in a privately-owned vehicle is the only option, such transportation may be authorized if the following conditions are met:*

* *verbal parental permission is obtained, or, at a minimum, every effort has been made to obtain such permission*
* *no less than two staff members are in the vehicle for the duration of the trip*
* *the driver is properly licensed and the vehicle is properly registered and insured in accordance with state law*

*Such authorization may only be granted for a specific trip on a single day; no blanket, open-ended authorizations will be permitted. Each authorized instance of student travel in a privately-owned vehicle will be documented in writing, including the reason such authorization was deemed essential, and kept on file.*

Adopted ^