

Business and Noninstructional Operations

Transportation for School-Related Trip

The District may provide transportation for students, instructors, and other individuals for field trips and excursions approved according to Government Board policy and administrative regulations.

The Superintendent or designee shall determine the most appropriate and cost-effective mode of transportation for each approved trip.

When District transportation is provided, students may be released from using District transportation only with the advance written permission of their parent/guardian.

School-related organizations requesting transportation shall be fully responsible for the costs of their trips unless funding has been approved by the Board.

The Superintendent or designee shall ensure that the District has sufficient liability insurance when field trips or excursions involve either transportation by District vehicles or travel to and from a foreign country. When a trip to a foreign country is authorized, liability insurance shall be secured from a carrier licensed to transact insurance business in that country.

Transportation by Private Vehicle

The Superintendent or designee may authorize the transportation of students by private vehicle when the vehicle is driven by an adult age 21 or older who has a good driving record and who has registered with the District for such purposes. Drivers shall be required to possess a valid California driver's license and at least

\$100,000 liability coverage or the minimum insurance required by law, whichever is greater.

Drivers shall receive safety and emergency instructions which shall be kept in their car.

All student passengers shall provide permission slips signed by their parents/guardians. Teachers shall ensure that all drivers have a copy of the permission slip for each student riding in his/her vehicle.

Vehicle owners, drivers, and passengers shall be informed that the registered owner and his/her insurance company are responsible for any accidents or violations which may occur.

The number of passengers, including the driver, shall not exceed the capacity for which the vehicle was designed. Motor trucks may not transport more persons than can safely sit in the passenger compartment.

All drivers and passengers shall wear seat belts in accordance with law. (Vehicle Code 27315)

Drivers shall ensure that any child who is under age 6 or under 60 pounds, unless exempted by law, is properly secured in an appropriate child passenger restraint system meeting federal safety standards. A child who is age 6 or older or weighs 60 pounds or more shall use a safety belt. (Vehicle Code 27360, 27360.5, 27363)

Legal Reference:

EDUCATION CODE

35330 Excursions and field trips

35332 Transportation by air

39830 School bus

39830.1 School pupil activity bus

39860 Transportation to special activities by district

44808 Liability when students not on school property

VEHICLE CODE

27315 Mandatory use of seat belts in private passenger vehicles

27360-27360.5 Child passenger restraint systems

27363 Child passenger restraint systems, exemptions

Management Resources:

WEB SITES

California Highway Patrol: <http://www.chp.ca.gov>

Office of Traffic Safety: <http://www.ots.ca.gov>

National Transportation Safety Board:

<http://www.nts.gov>

National Highway Traffic Safety Administration:

<http://www.nhtsa.dot.gov>