

## PRIVATE VEHICLE TRANSPORTATION

The board authorizes the use of private vehicles under the following circumstances:

- A. Under unusual circumstances, the district may request parents, or a responsible adult, to drive children to school in their own vehicles on a per-mile cost reimbursable basis. The transportation department determines when "in-lieu" transportation would be advantageous to the district and arranges its implementation. In cases where car pools are formed by families, reimbursement shall be provided only to the parent whose car is used to transport the students to school.
- B. Upon written approval of the principal, staff may transport students when a student's welfare is involved; when due care dictates prompt action, when engaged in occasional field trip activity or when engaged in an occasional extracurricular activity. The staff member shall provide verification of one (1) million dollars of liability insurance; for non-planned, incidental and short-term emergency situations, three hundred thousand (\$300,000) liability insurance and that he/she agrees to assume full responsibility for any liability or property damage, comprehensive or collision, made by or against the driver/owner of the vehicle. The staff member shall also provide evidence that he/she is legally licensed to drive in the state of Washington. The staff member shall acknowledge that he/she agrees to assume full responsibility for any liability or property damage, comprehensive or collision, made by or against the driver/owner of the vehicle. The district's liability insurance shall cover the risk assumed by the district. Only under extreme emergency conditions when the welfare of the student is involved and when no sanctioned method of transportation is available, may a staff member waive the insurance requirements listed above. The mileage of the staff member shall be reimbursed by the district.
- C. On occasions when District transportation is unavailable or inadequate to serve the personalized learning needs of students engaged in unique learning arrangements, school, and/or work schedules, students may be authorized by the principal to provide their own transportation during the school day. In order to be authorized, students must hold a valid Washington State Drivers License, agree to other conditions as may be set by the District, and must file a written request, which includes a release of liability and an acknowledgement of responsibility, signed by the parent or guardian (or student if over 18) with the principal. Students may transport only themselves. Special exceptions may be made by the principal, upon request of parent(s) or guardian(s) for the transportation of sibling(s).

No staff member or official of the district will knowingly allow any student to ride to, from, or between school district functions or activities with any person other than his or her parents or legal guardian except as noted above.

The superintendent shall establish procedures for the use of private auto transportation.

Legal References: RCW 28A.160.030

Authorizing individual transportation or other arrangements — Pupils must provide own transportation, when

WAC 392-143-070

All vehicles other than school buses used to transport students

Adoption Date: December 20, 1995

Revised and Renumbered (8131): July 21, 2004

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