

Policy for: STUDENT TRANSPORTATION IN PRIVATE VEHICLES	Revision 2
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School buses will be used for the transportation of students participating in co-curricular or extra-curricular activities. However, when buses are not available, private vehicles may be used to transport students to or from school activities that fall within the academic day or extend the school day, provided that all of the following conditions are met:

1. The activity has the prior approval of the Superintendent of Schools or School Principal;
2. The parents/guardians of each student who is being transported signs a consent and release form, which identifies the event and the driver's name;
3. The driver certifies in writing that:
 - a. The driver will operate the vehicle in fact, and will not permit another person to drive the vehicle;
 - b. The driver has a valid driver's license in good standing, which is appropriate to the vehicle being driven. Drivers whose license is lapsed, suspended or revoked are not permitted to drive students. If the driver is a student, the student must have been properly licensed for at least six months;
 - c. The vehicle is properly registered, annually inspected and insured to the following limits:
 - i. \$100,000 per person/ \$300,000 per accident bodily injury coverage; and
 - ii. \$100,000 property damage coverage;
 - d. The driver will require the use of seat belts by all vehicle occupants, and the use of child passenger restraints by children under the age of 8 who measure less than 57 inches in height;
 - e. The transportation of students shall not be diverted to include other non-school purposes;
 - f. The vehicle's capacity does not exceed fourteen passengers, plus a driver; and
 - g. The driver will not engage in any activity that may interfere with the safe operation of the vehicle, including: smoking; consuming alcoholic beverages or controlled substances; refueling while passengers are in the vehicle; or using a cellphone or other non-voice activated electronic device while driving.

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This policy applies equally to pupil transportation in privately-owned vehicles that is provided by school personnel, parents/guardians, volunteers and properly licensed students. Such transportation will be considered by the School Committee to be part of a school employee's duties, when authorized by the Superintendent or School Principal.

Under no circumstances shall privately-owned vehicles be used to transport students between home and school, or for any form of 'fixed route transportation.' Fixed route transportation is defined as the transportation of pupils on a predetermined daily basis to and from a set location for the length of the pupils' school year.

The use of Needham Public Schools-owned multi-function school activity buses is governed by School Committee Policy #EEAFB.

LEGAL REFERENCE

M.G.L. Ch. 90 s. 7D

M.G.L. Ch. 90 s. 13A

M.G.L. Ch. 90 s. 7AA