

EEAG

Pittsfield School District

USE OF PRIVATE VEHICLES TO TRANSPORT STUDENTS

Any use of private vehicles to transport students to or from school, field trips, athletic events, or other school functions, must have prior authorization by the Superintendent or his/her designee. The Board specifically forbids any employee to transport students, except the employee's own children, for school purposes without prior written authorization by the Superintendent or his/her designee. Individuals providing unauthorized student transportation do so at their own expense and liability.

Persons under contract with the School District to provide school transportation services must have a valid School Bus Driver Certificate / License in accordance with the applicable rules and laws. All vehicles must be approved by the New Hampshire Department of Safety as meeting all applicable school bus safety standards. Parents transporting their own children are exempt from this requirement, per Department of Safety regulations.

Persons providing transportation on an incidental basis, i.e., not specifically as part of a contract to transport, must do so only with the approval of the dean of operations. Such persons must have a valid driver's license; the vehicle used must have a current New Hampshire inspection sticker, and proof of automobile insurance with minimum liability limits of \$100,000 / \$300,000 must be provided. Additionally, persons who anticipate incidental transportation on a periodic basis must provide a Driver Record issued by the Department of Motor Vehicles on an annual basis. A commercial license is required for any vehicle that has a capacity of sixteen or more. Persons providing incidental transportation are to ensure that a second adult accompany them within the vehicle when transporting students.

Exception to the provisions in the above paragraph may be made in extenuating or individual circumstances, such as a person providing transportation as an element of an extended learning opportunity. Such exception must be made in writing by the dean of operations and only with written parent / guardian permission.

No student will transport another student for school authorized transportation without written consent of parents of all students involved and approval of the school administration.

Reimbursement for use of private vehicles may be made, but only if the employee or other person has prior approval of the supervising administrator.

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