

**Lower Merion School District**

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| Policy No.:                        | 332  |
| Section:                           | EMPLOYEES  |
| Title:                             | OBLIGATION TO REPORT DRIVER'S<br>LICENSE SUSPENSIONS |
| Date Adopted:                      | 5/14/07  |
| Date Last Reviewed and Renumbered: | 5/7/21   |

**332 OBLIGATION TO REPORT DRIVER'S LICENSE SUSPENSIONS**

Any employee whose essential job requirements include a valid driver's license who has their driver's license suspended or permanently revoked must notify the Superintendent or designee immediately.

The Superintendent or designee will take appropriate action to determine the effect of the license suspension on the employee's ability to perform the functions of his or her position in the District.

The Superintendent or designee may periodically perform driver's license checks on employees covered by this Policy to the extent permitted by law.

The Superintendent shall issue regulations establishing the procedure by which suspensions are to be reported and the consequence for failure to report consistent with the terms of any applicable collective bargaining agreement. These regulations shall include procedures for notification of employees covered by this Policy.