

Title: Staff Transporting Students in District-Owned or Personal Vehicles

Students in the Council Bluffs Community School District shall be transported for school purposes on a school bus driven by a licensed school bus driver. When that is not practical, students may be transported by District employees in district-owned or personal vehicles to school activities or events in which the students are participants or to students' home or other location designated in case of illness or other emergency situations. It is within the discretion of the Superintendent or designee to determine when this is appropriate. Reasonable effort must be made to secure permission from the parents/guardians or designated emergency contact as provided by the parents/guardians of the students to be transported by District employees in district-owned or personal vehicles.

District employees transporting students for school purposes must meet all applicable requirements set by the District. Private vehicles will be used only when:

- The vehicle used to transport student(s) is in good condition and meets all applicable safety requirements;
- The driver transporting student(s) possesses a valid drivers' license;
- Proof of insurance has been supplied to the superintendent or designee and the insurance satisfies the minimum coverage requirements for driving personal vehicles in the State of Iowa; and
- The parent/guardian or designated emergency contact as provided by the parent/guardian of the students to be transported (with the identified driver) have given permission to the superintendent or designee.

The superintendent or designee shall develop an administrative process to implement this policy.

Cross Reference:
501.4

Legal Reference:
Iowa Code Section 279.8, 321.1(69)

Approved: April 24, 2012

Reviewed: _____

Revised: May 21, 2024