

## **STUDENT TRANSPORTATION IN PRIVATE VEHICLES**

In the North Middlesex Regional School District, buses will be used for the transportation of students participating in co-curricular or extracurricular activities. However, when buses are not available, privately owned or district provided vehicles may be permitted to transport students to or from school activities that fall within the academic day or extended school day provided all of the following conditions are met:

1. The activity has the approval of the Superintendent of Schools.
2. The owner of the vehicle being used in transporting students must file evidence with the Superintendent of personal liability insurance coverage on the vehicle in the amounts of \$100,000/\$300,000 or more.
3. The parents of students to be transported in this manner will be fully informed as to this means of transportation and will sign a statement to this effect.
4. The Superintendent may permit a staff member to furnish transportation in privately owned vehicles if circumstances dictate. Individual staff members who provide such transportation on a voluntary basis are to be notified that while the district's insurance policy may include a provision of non-owned vehicles, the primary insurance on the vehicle is the responsibility of the vehicle's owner.
5. Anyone driving students in privately owned or district provided vehicles must complete an authorization form to grant the district permission to obtain the individual's motor vehicle report. If a person's driving record is unsuitable, the district reserves the right to deny the individual permission to transport students.
6. No staff member or volunteer should ever be alone in a vehicle with a student, except direct family members.

SOURCE: MASC