Transporting Students

This policy applies to all school sponsored field trips, internships and co-curricular events, including, but not limited to: games, meets, matches, and practices. Although not included in this policy, the District provides safe and reliable transportation to and from school (Policy #3541.31 Student Transportation Services); additionally, exempt from this policy is private transportation to and from school.

I. School Sponsored Event - Transportation Provided

1. Use of Person or Company Contracted to Provide School Transportation.
   In all cases where student transportation is provided by a person or company under contract with the school district to provide school transportation services for school-sponsored events, students must travel to and from the event on the designated vehicle in order to be eligible to participate. Exceptions to this rule must be made by the Principal or his/her designee and will only be made on a case-by-case basis. Written requests for alternate transportation arrangements must be submitted in advance by the parents/guardians of individual students and must include a statement which acknowledges that, by requesting alternate transportation, the parent will assume all responsibility and liability for the safe transportation of the student.

   Persons or companies under contract with the school district to provide school transportation services must have a valid School Bus Driver Certificate/License in accordance with applicable rules and laws. All vehicles must be approved by the New Hampshire Department of Safety. This person's or company's vehicle must be approved by the NH Department of Safety as meeting all applicable school bus safety standards. (Parents transporting their own children are exempt from these school bus safety standards, per Department of Safety regulations.)

   When arrangements for student transportation for school-sponsored events are made, an adult employee of the Inter-Lakes School District will be present on the designated vehicle to supervise students. Parents and students assume the responsibility for transportation to and from an Inter-Lakes school including after the bus returns.

2. Use of Private Vehicles to Transport Students
   Any school sponsored 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 or her designee. The Board specifically forbids any employee to transport students, except, their own children, for school purposes without prior written authorization by the Superintendent or his/her designee. Individuals providing unauthorized student transportation are acting outside the scope and course of their duties, and therefore, do so at their own expense and liability.

   Any employee or private citizen over 21 years of age using their own or a rented vehicle to provide school-authorized student transportation must carry and provide proof of ~~have~~ auto liability insurance of not less than $300,000 Combined Single Limit, and meet Policy #4155, Background Investigation and Criminal Records Check. The District's liability insurance, if applicable to an incident, would be in excess of the owner's primary insurance for authorized student transportation.

   Persons providing transportation on an incidental basis, ie; not specifically as part of a contract to transport, must have a valid driver's license. The vehicle used must have a current registration and inspection sticker, and must be otherwise compliant with applicable state and federal law. A commercial license is required for any vehicle that has a capacity of 16 or more. All vehicles must be in good working order, and shall at all times be operated lawfully and in a manner that safeguards the health and wellbeing of student passengers. Persons transporting students must exercise sound judgement and behave responsibly. They shall abide by District rules and policies; for example: policies prohibiting harassment, discrimination and bullying. In addition, persons transporting

students must be accompanied by another approved adult or additional student(s).

II. School-Sponsored Event – Transportation Not Provided

1. Parents Responsible for Student Transportation
   In cases where school-sponsored transportation is not provided, students and their parents are responsible for their own transportation and assume all liability and responsibility associated with transportation to and from the school-sponsored event. Organizers of such events will inform students/parents/guardians in writing that they are assuming all responsibility and liability associated for transportation. The Inter-Lakes School District generally does not provide transportation for off-site "home" games, meets, matches, and practices. Examples of off-site "home" games, meets, matches, and practices include, but are not limited to the facilities at: Waukewan Golf Club, Center Harbor and Sandwich recreational facilities, Laconia Ice Arena, and Prescott Park.

2. Student Provided Transportation
   The Inter-Lakes School District values experiential learning, internships and alternative educational opportunities available to students. Transportation to and from these school sponsored experiences may be provided by the individual student provided that the student has received permission from the Principal or designee and his/her parent/guardian and demonstrated proof of insurance. Students are prohibited from transporting other students. Parent/guardian permission releases the District from all responsibility and liability including supervisory responsibility while the student is driving to and from the activity. No student shall be sent on school errands using any automobile during school hours.

III. Waivers

The Superintendent or designee, in his or her sole discretion, may waive any aspect of this policy to ensure continuity of operations provided the waiver would not result in a violation of law.

IV. Reimbursement

Mileage reimbursement for use of private vehicles may be available at a reasonable rate determined by the District, but only if the employee or other person has obtained prior approval of the Superintendent or designee.

Legal Reference:

New Hampshire Code of Administrative Rules Section Saf-C 1304.05, Exemption From School Bus Driver's Certificate.

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