

Business and Noninstructional Operations

SCHOOL-RELATED TRIPS

Trips by School Vehicles

Besides taking students to and from school, school vehicles may provide transportation for field trips and for special activities. Such trips may be taken in buses or other school transportation vehicles owned, leased, or rented by the district. All vehicles shall meet federal and state standards.

School buses may be made available to schools for field trips and excursion purposes after approval by the district. Transportation for field trips and excursions not contained in the Master List of Approved Field Trips shall require Governing Board approval.

The Superintendent or designee shall maintain procedures to regulate the use of the vehicles for approved school-related activities. Activity trips occurring outside of school hours shall be subject to the rules and policies regulating educational field trips. Student councils, parent-teacher associations, and any other organizations requesting transportation shall be fully responsible for the costs of the trip. To the extent that funding has been approved by the Board, such costs may be charged to the district.

Transportation by Private Automobile

Private automobiles shall not be used to transport students on any school-related trips.

Legal Reference:

EDUCATION CODE

35330 Excursions and field trips

39830 School Bus

39835 Use for community recreation

39837 Transportation of pupils to places of summer employment

39860 Transportation to special activities by district

Policy Adopted: July 5, 1990

WESTMINSTER SCHOOL DISTRICT

Westminster, California