

## **AR 3541.1 Transportation for School Related Trips/Use of Private Vehicles**

The district may provide transportation for students, employees and other individuals for field trips and school related trips approved according to Board policy and administrative regulations.

The Superintendent or designee shall determine the most appropriate and cost-effective mode of transportation for each approved trip. He/she may authorize the use of district vehicles, contract to provide transportation, or arrange transportation by the use of other vehicles.

The Superintendent or designee shall ensure that the district or contractor has sufficient liability insurance for transportation on school-related trips.

When district transportation is provided, a student may be transported by his/her parent or guardian with advance written notice to the school principal or designee.

School-related organizations requesting transportation shall be fully responsible for the costs of their trips unless funding has been approved by the Governing Board.

### **Transportation by Private Vehicle**

The Board of Trustees specifically prohibits the use of privately owned vehicles, operated by parents or volunteers, to transport students on school-sponsored field trips except when a parent is transporting his/her own child to the location of the activity or the District's requirements for use of privately owned vehicles is met and approved by the Superintendent or designee.

The Board of Trustees specifically forbids any employee to transport students for school purposes without prior authorization by the principal, Assistant Superintendent, or Superintendent.

### **Passenger Restraint Systems**

All drivers shall wear safety belts and shall ensure that all passengers are properly secured in seat belts or child passenger restraint systems in accordance with law. (Vehicle Code 27315, 27360, 27360.5, 27363)

A child who is under age 8 years shall be properly secured in a rear seat in an appropriate child passenger restraint system meeting federal safety standards, except under any of the following circumstances: (Vehicle code 27360, 27363)

1. The child is four feet nine inches or taller, in which case a safety belt may be used.
2. Use of a child passenger restraint system would be impractical by reason of physical unfitness, medical condition, or size and an appropriate special needs child passenger restraint system is not available.
3. There is no rear seat, the rear seats are side-facing jump seats or rear-facing seats, the child passenger restraint system cannot be installed properly in the rear seat, all rear seats are already occupied by children under age 8 years, or medical reasons necessitate that the child not ride in the rear seat.
4. The child is otherwise exempted by law.

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**AR 3541.1 Transportation for School Related Trips/Use of Private Vehicles  
(continued)**

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