

Student Transportation in Private Vehicle

Transportation of students will be by the district's transportation system or by a district employee's automobile, properly insured, except as provided below.

Principals may authorize parents in their own cars to drive students other than their own children on field trips or on other school activities under the following conditions:

1. The school administrator has approved the activity;
2. A permission slip signed by the student's parents has been received by the principal or his designee, granting permission for the student to participate in the field trip and to ride in a privately-owned automobile;
3. The parent or other adult driving the automobile is properly licensed to drive and has the automobile liability insurance required in the state of Oregon;
4. The vehicle contains an adequate number of seat restraints, including when applicable, a child safety system for a child who weighs less than 40 pounds, regardless of age, and the adult driver requires their use. The child safety system must elevate the person so that a safety belt or safety harness properly fits the individual and meets the minimum standards and specifications of law. A person over 40 pounds or who has reached the upper weight limit for the forward-facing car seat must use a booster seat until four feet nine inches or age eight and the adult belt properly fits.¹ A person who is taller than four feet nine inches or eight years of age or older must be properly secured with a safety belt or harness that meets the requirements under ORS 815.055. Training in the proper installation and use of child safety systems may be required. The driver is responsible for not placing children under the age of 13 in the front seat of a vehicle equipped with passenger-side air bags;
5. Parent/Driver and any chaperon must have passed a criminal history check and/or completed the fingerprinting process, prior to the transportation being requested;
6. Approval of the transportation request by the district's transportation administrator's signature is required before any transportation request is considered approved by the district;

¹"Proper fit" means the lap belt of the safety belt or harness is positioned low across the thighs and the shoulder belt is positioned over the collarbone and away from the neck.

7. Where the district's approval relies upon the principal/designee's signature as affirmation of compliance with 2. and 3. above, the district will randomly call for the documents to be produced with the request.

END OF POLICY

Legal Reference(s):

[ORS 801.455](#)
[ORS 811.210](#)

[ORS 815.055](#)
[ORS 815.080](#)

[OAR 735-102-0010](#)

Cross Reference(s):

EIA - Insurance Programs

IICA - Field Trips and Special Events