

<p><b>Lake Oswego School District 7J</b></p>
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Code: **EEAE**  
 Adopted: 6/08/09  
 Readopted: 4/06/15

**Student Transportation in Private Vehicle**

Transportation of students will be by the district’s transportation system or in accordance with Board policy EEBB - Use of Private Vehicles for District Business by a district employee’s vehicle, properly insured, except as provided below.

Parents, employees and other designated adults may be permitted to use private vehicles to transport students other than their own on field trips or other school activities if the following conditions have been met prior to the activity:

1. The school administrator has approved the activity:
2. A permission slip signed by the student’s parent(s) has been received by the principal or his/her designee, granting permission for the student to participate in the field trip/activity and to ride in a privately-owned vehicle;
3. The parents, employee or other adult driving the vehicle is properly licensed to drive and has provided proof of insurance. Such insurance shall meet or exceed minimum requirements as established by the state of Oregon and as set by the district; the minimum state insurance requirements as of March 2015 are as follows:

The minimum liability insurance a driver must have is:

Type	Amount
Bodily injury and property damage liability	\$25,000 per person; \$50,000 per crash for bodily injury to others; and \$20,000 per crash for damage to others property

State law also requires every motor vehicle liability policy to provide:

Type	Amount
Personal injury protection (for reasonable and necessary medical, dental and other expenses incurred up to 1 year after the crash)	\$15,000 per person
Uninsured motorist	\$25,000 per person; \$50,000 per crash for bodily injury

4. The vehicle contains an adequate number of seat restraints, including when applicable, a child safety system for a child who weighs more 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. In the event of an automobile accident or injury when driving a private vehicle, the driver's insurance will be primary. District insurance will be secondary and will provide coverage for excess claims only. 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 system may be required. Students 12 years of age or younger may not ride in the front seat of a vehicle.

The district will develop procedures to implement this policy.

END OF POLICY

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**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