

## **Student Transportation in Private Vehicles Procedures and Guidelines**

Employees may be permitted to use private vehicles to transport students other than their own for emergency purposes if following conditions have been met:

1. The MESD school administrator has approved the activity;
2. The employee 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 MESD;
3. 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 shall elevate the person so that a safety belt or safety harness properly fits the individual and meets the minimum standards and specifications of law.
4. A person who weighs over 40 pounds and who is under four feet nine inches and under eight years of age shall be properly secured with a child safety system that elevates the person so that a safety belt or harness properly fits the person<sup>1</sup>.
5. A person who is taller than four feet nine inches or eight years of age or older shall be properly secured with a safety belt or harness that meets the requirements under ORS 815.055.
6. Training in the proper installation and use of child safety system 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.

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<sup>1</sup>“Proper fit” means the lap belt of the safety belt or safety harness is positioned low across the thighs and the shoulder belt is positioned over the collarbone and away from the neck.