

Student Transportation in Private Vehicles

Transportation of students will be by the district's transportation system or 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 a copy of their driver's license, completed a volunteer background check form, completed the district private vehicle transportation form and provided a Certificate of Liability Insurance. Such insurance shall be no less than \$100,000/\$300,000 as required by the district;
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 fits¹. 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.

Payment in-Lieu-of-Transportation

The district may offer payment to parents of students in-lieu-of-transportation under the following circumstances:

1. When students with an injury or disability require individual supervision while riding a school bus;

¹"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.

2. If the district determines that conditions prevent the district from meeting state-required transportation services.

Request for payment in-lieu-of-transportation shall be made in writing to the superintendent. The superintendent or his/her designee will investigate and respond in writing to grant or deny the request.

The district shall provide forms and directions for parents to apply for payment in-lieu-of-transportation on a monthly basis. All requests for payment will be checked against the student's daily attendance. Payments will be made monthly.

The district will develop procedures to implement this policy.

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):

IICA - Field Trips and Special Events