

Transportation of Students by Private Vehicle Policy

The Board of Education authorizes the transportation by private vehicle of students of the Clay County School District. All occupants in these vehicles shall wear restraints anytime the vehicle is in motion.

Any transportation of students in a private vehicle for school or Board of Education purposes or activities must be approved in advance and in writing by the principal in accordance with the Superintendent's administrative guidelines.

An employee shall not be prohibited from using the employee's own vehicle to transport, without prior written permission, a student to his/her home or other location with the oral approval by the parent if that student is in need of and is without alternate adequate means of transportation due to an emergency.

The parent of the participating student will be given on request, the name of the driver and the description of the vehicle.

No person shall be approved for the transportation of students in a private vehicle who is not an employee of this Board, or an approved volunteer; holder of a currently valid license to operate a motor vehicle in the State of West Virginia and is at least twenty-one (21) years of age, be physically capable of operating a vehicle including use of both hands and feet required to operate the vehicle, or has medical certification or has such requirement waived by the Board upon proof of a modified vehicle and Department of Transportation driving test completion, and has signed the form provided by the District.

No person shall be permitted to transport students who is not the holder of automobile liability and personal injury insurance in the amount required by applicable laws. The Superintendent may withdraw the authorization of any private vehicle driver or vehicle whose insurance is not adequate.

Additionally, every driver who transports a child under the age of eight (8) years in a passenger automobile, van or pickup truck other than one operated for hire shall, while the motor vehicle is in motion and operated on a street or highway of this State, provide for the protection of the child by properly placing, maintaining and securing the child in a child passenger safety device system meeting applicable Federal motor vehicle safety standards, provided, that if a child is under the age of eight (8) years and is at least four (4) feet nine (9) inches tall, a safety belt shall be sufficient to meet the requirements of this policy.

Any private vehicle used for the transportation of students must be owned by the approved driver or the spouse of the approved driver and must conform to registration requirements of the State of West Virginia.

The responsibility of professional staff members for the discipline and control of students will extend to their transportation of students in a private vehicle. Drivers who are not professional staff members are requested to report student misconduct to the principal.

WV Code 17C-15-46

WV Code 18-5-13

Adopted:



CLAY COUNTY SCHOOLS

REQUEST FOR TRANSPORTATION BY PRIVATE VEHICLE

Requesting Staff Member _____

Purpose of the Trip _____

Date(s) of the Trip(s) _____

Time(s) of Departure: _____ Time(s) of Return _____

Owner of the Vehicle _____

Driver of the Vehicle _____

Name of Insurance Company _____

Amount of Liability Insurance _____

I have verified the following:

- There is a safety belt for each passenger.
- The driver has a valid West Virginia operator's license.
- Each student's parent has provided written consent to the trip.
- No hazardous road conditions on the itinerary are forecast.
- No other person other than the driver listed above will be driving the vehicle during the trip.

Signature of Staff Member

Date

.....
 Transportation Approved

Transportation **NOT** Approved

Principal

Date



CLAY COUNTY SCHOOLS

PARENTAL CONSENT FOR TRANSPORTATION BY PRIVATE VEHICLE

I have reviewed the following information and consent to my child being transported by private vehicle for this purpose.

Purpose of the Trip(s) _____

Date(s) of the Trip(s) _____

Time of Departure _____ Time of Return to School _____

Owner of the Vehicle _____

Driver of the Vehicle _____

Description of the Vehicle (make/model/year) _____ / _____ / _____

I agree to instruct my child to use the safety belt. Further, I understand the Student Code of Conduct applies while my child is being transported in the private vehicle.

Parent Signature

Date