

G-47 USE OF PRIVATE VEHICLES ON SCHOOL BUSINESS

In the interest of student safety and to the extent practicable, school buses will be used to transport students to and from school and school-sponsored activities. The Board recognizes that it may not always be possible or practicable to provide bus transportation. Privately owned vehicles may be used for student transportation when, in the opinion of the building principal and with the written approval of the Superintendent, this is the most practical or only possible method of transportation. To safeguard the district employees, volunteer drivers, and students and to reduce the district's exposure to liability:

- A. No employee may transport students for school purposes without prior authorization by the Superintendent/designee.
- B. No student may be sent on school errands with his/her vehicle, an employee's vehicle, or a school-owned vehicle.
- C. School activities and field trips will be made by bus whenever practicable.
- D. Students participating in school-sponsored activities held outside of the District are expected to travel to and from the event in District-provided transportation. Parents may transport their own child from the event but may not transport other students. Exceptions may be granted on a case-by-case basis by the principal or his/her designee.
- E. No student will be allowed to drive or transport other students on field trips or to or from athletic events or other school activities without prior written approval from the Superintendent/designee.

Private passenger vehicles driven by employees while in the official capacity are covered primarily by the employee's insurance and secondarily by the corporation's liability insurance policy. The corporation's insurance is in effect while the employee is using a private passenger vehicle on official school business. This coverage is for liability only and does not cover damage to employee's vehicles.

SOURCE: Plainfield Community School Corporation
Plainfield, IN

ADOPTED: 08/08/13