

## **PRIVATE VEHICLE TRANSPORTATION**

The board authorizes the use of private vehicles under the following circumstances:

- A. Under unusual circumstances, the district may request parents/guardians, or a responsible adult, to drive children to school in their own vehicles on a per-mile cost reimbursable basis. The transportation department determines when "in-lieu" transportation would be advantageous to the district and arranges its implementation. In cases where car pools are formed by families, reimbursement shall be provided only to the parent whose car is used to transport the students to school;
- B. Upon written approval of the principal, staff may transport students when a student's welfare is involved; when due care dictates prompt action. Use of private vehicles for field trips and extracurricular activities shall be discouraged. The mileage of the staff member shall be reimbursed by the district; and
- C. Upon prior written approval of the school principal the use of private transportation may be sanctioned for occasional classroom field trips or occasional extracurricular activities. The District's liability insurance shall cover the risk assumed by the District as well as the authorized driver of the vehicle; however, the owner of the private vehicle's insurance is primary.

The superintendent or designee shall establish procedures for the use of private auto transportation.

Legal References:	RCW 28A.160.030	Authorizing individual transportation or other arrangements — Pupils must provide own transportation, when
	WAC 392-143-070	Other vehicles used to transport students