

# LODI UNIFIED SCHOOL DISTRICT

Policy 3541.6

## Students

### Transportation of Pupils Other Than Home-to-School

The district may provide transportation for students, employees and other individuals for field trips and excursions approved according to the Board of Education policy and administrative regulations.

The Superintendent or designee shall determine the most appropriate and cost-effective mode of transportation for each approved trip.

When district transportation is provided, students may be released from using district transportation only with the advance written permission of their parent/guardian.

School-related organizations requesting transportation shall be fully responsible for the cost of their trips unless the Board of Education has approved funding.

The Superintendent or designee shall ensure that the district has sufficient liability insurance when field trips or excursions involve either transportation by district vehicles or travel to and from a foreign country. When a trip to a foreign country is authorized, liability insurance shall be secured from a carrier licensed to transact insurance business in that country.

### Transportation by Private Vehicle

The Superintendent or designee may authorize the transportation of students by private vehicle when the vehicle is driven by an adult, age 21 or older, who possesses a valid California driver's license or a valid license from his/her state of residence if he/she is a nonresident on active military duty in California. A driver shall be required to have a good driving record and possess at least the minimum insurance required by law. Any person providing transportation in a private vehicle shall have registered with the district for such purpose.

All student passengers shall submit permission slips signed by their parents/guardians. Teachers shall ensure that drivers have a copy of the permission slip for each student riding in his/her vehicle.

The number of passengers, including the driver, shall not exceed the capacity for which the vehicle was designed. The vehicle must be a school bus if it designed to

carry 10 or more persons and the driver Motor trucks may not transport more persons than can safely sit in the passenger compartment. The driver shall also ensure that manufacture's recommendations for his/her vehicle are followed regarding the seating of children in seats equipped with airbags.

Legal Reference: California Vehicle Code 545