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|  | <p>PRIVATE VEHICLE<br/>TRANSPORTATION</p> | <p>Policy No. 6625<br/>February 15, 2012<br/>Page 1 of 2</p> |
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It is the policy of the Seattle School Board to authorize the use of private vehicles under the following circumstances:

- A. Under unusual circumstances, the district may request parents, 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 will arrange its implementation. Before the transportation department assigns an adult to provide "in-lieu" transportation to students outside their own family, a Washington State Patrol background check must be completed. In cases where car pools are formed by families, reimbursement will be provided only to the parent whose car is used to transport the students to school.
- B. In emergency situations (i.e. when a student's welfare is involved, when due care dictates prompt action), staff may transport students with the written approval of the principal. In non-emergency situations, staff must have prior district authorization in accordance with procedures that shall be established by the Superintendent. These procedures shall include a signed acknowledgement by the staff member that the vehicle owner's automobile insurance will be the primary coverage for any accidents or claims. The mileage of the staff member will be reimbursed by the district.
- C. Before students may be transported by volunteer drivers, the driver and the vehicle must be approved by the principal in accordance with procedures that shall be established by the Superintendent. These procedures shall include a signed acknowledgement by the volunteer that the vehicle owner's insurance will be the primary coverage for any accidents or claims, and shall establish a minimum acceptable limit of automobile liability coverage. If the volunteer will have unsupervised student contact, a Washington State Patrol background check must be completed.

The Superintendent is authorized to establish procedures for the use of private auto transportation.

Adopted: February 2012

Revised:

Cross Reference:

Related Superintendent Procedure:

Previous Policies: H93.00

Legal References: RCW 28A.160.030 Authorizing individual transportation or other arrangements; WAC 392-143-070 Other vehicles used to transport students

Management Resources: