

**Greater Albany SD 8J
Board Policy**

Code: EEA-AR(1)
Revised/Reviewed: 2/22/88; 3/22/04; 12/13/04;
8/13/07; 4/09/12
Orig. Code(s): AR 6700-F; AR 6700-G

Use of Privately-Owned Vehicles to Transport Students

Students may be transported by privately owned vehicles provided that the following conditions are met:

1. The building principal has approved the trip;
2. The driver of a privately owned vehicle has completed the driver and vehicle information required in Administrative Regulation EEA-AR(1);
3. Parents or guardians¹ of students to be transported must give signed permission (Administrative Regulation EEA-AR(2)) that their student is to be transported by privately owned vehicles;
4. The vehicle contains an adequate number of seat restraints, including when applicable, a child safety system for a child who weighs less than 40 pounds, regardless of age, and the adult driver requires their use. The child safety system must elevate the person so that a safety belt or safety harness properly fits the individual and meets the minimum standards and specifications of law. A person over 40 pounds or who has reached the upper weight limit for the forward-facing car seat must use a booster seat until four feet nine inches or age eight and the adult belt properly fits.² A person who is taller than four feet nine inches or eight years of age or older must be properly secured with a safety belt or harness that meets the requirements under ORS 815.055. Training in the proper installation and use of child safety system may be required. The driver is responsible for not placing children under the age of 13 in the front seat of a vehicle equipped with passenger-side air bags;
5. No student shall be transported in the back of pickup trucks;
6. No more than five students will be transported by a volunteer driver at any one time.

¹ As used in this policy, the term parent includes legal guardian or person in a parental relationship. The status and duties of a legal guardian are defined in ORS 125.005 (4) and 125.300 - 125.325. The determination of whether an individual is acting in a parental relationship, for purposes of determining residency, depends on the evaluation of the factors listed in ORS 419B.373. The determination for other purposes depends on evaluation of those factors and a power of attorney executed pursuant to ORS 109.056. For special education students, parent also includes a surrogate parent, an adult student to whom rights have transferred and foster parent as defined in OAR 581-015-2000.

² "Proper fit" means the lap belt of the safety belt or safety harness is positioned low across the thighs and the shoulder belt is positioned over the collarbone and away from the neck.

INFORMATION SHEET

Privately-Owned Vehicles Used to Transport Students

Driver Information

Driver Name _____ License # _____

Address _____ Telephone _____

Have you been a driver of a vehicle that has been in an accident or ticketed for a moving violation in the last 3 years?

Yes No

Explain

Vehicle Information

Make _____ Model _____ Year _____

Vehicle License # _____

Number of Seat Belts _____

Vehicle Insurance (Name of Company) _____

The activity for which this vehicle will be driven is valuable for students to attend, and I agree to provide transportation in order to make this activity possible.

The liability insurance on this privately owned vehicle meets a minimum of \$100,000/\$300,000/\$100,000 and will be current at the time this vehicle is used to transport students. The driver's insurance will be primary insurance and the school district's insurance will be the secondary coverage.

Signature

Date

Greater Albany SD 8J
Administrative Regulation

Code: EEA-AR(2)
Adopted: 6/1/95
Revised: 3/12/01, 3/22/04,
8/13/07
Orig. Code(s): AR 6700-I, AR
6700-J

Permission Forms

Passenger Permission Form

Various times during the year, students may have a need to ride in a private car due to sports practices, internships, co-op work experience, cadet teaching, business partnerships and conducting assigned business for school newspaper, leadership, annual, rally, dance team, etc. I believe the events for which my student will travel in a privately-owned vehicle are educationally valuable. So that my student may take part in these events, I am giving him/her permission to ride in a privately-owned vehicle driven by a properly licensed student or nonstaff member within the confines of state law.

In the event of a medical emergency, and I cannot be contacted, I authorize the school district to arrange for necessary medical services, and I will provide for the payment of any of these expenses.

Name of Student: _____ Grade: _____

Signature of Parent/Guardian¹: _____ Date: _____

Address: _____ Phone: _____

¹As used in this document, the term parent includes legal guardian or person in a parental relationship. The status and duties of a legal guardian are defined in ORS 125.005(4) and 125.300 - 125.325. The determination of whether an individual is acting in a parental relationship, for purposes of determining residency, depends on the evaluation of those factors listed in ORS 419B.373. The determination for other purposes depends on evaluation of those factors and a power of attorney executed pursuant to ORS 109.056. For special education students, parent also includes a surrogate parent, an adult student to whom rights have transferred and foster parent as defined in OAR 581.015-0005(18).

Application For Permit to Drive

So that my student may take part in off-campus educational opportunities offered by the district, I am permitting him/her to drive his/her vehicle to and from the appropriate location. I certify that the vehicle is insured and that my student can be expected to drive in a responsible manner. I agree that the district will not be held responsible for any accidents which may occur.

What school year or years does this apply? 20 ____ through 20 ____.

Driver's Name: _____ Driver's License No: _____
Address: _____ Telephone No: _____

Has driver been in accident or ticketed for a moving violation in the last 3 years? Yes No
Explain: _____

Vehicle #1 Make: _____ Model: _____ Year: _____ Vehicle License No.: _____ No. of Seat Belts: _____ Name of Company Vehicle Insured With: _____
Vehicle #2 Make: _____ Model: _____ Year: _____ Vehicle License No.: _____ No. of Seat Belts: _____ Name of Company Vehicle Insured With: _____

(The insurance on the privately owned vehicle will be primary and the school district's insurance will be secondary.)

Student drivers are responsible for updating this form in regards to pertinent driver and vehicle information. Form is good for one school year only.

Signature of Parent/Guardian: _____

***** School Use Only *****

Signature of Administrator: _____ Date of Approval: _____