

Title: Student Transportation in Private Vehicles

Control Information

Control Item	Details
Owner/Curator	Jen Renée
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Consult and Notify	ICP, ED, HT, AA, T

Revision History

Revision	Date	Revision Description	Originator
A	9/15/08	Initial Release	Jennifer Renée
B	4/27/09	Revision	Jennifer Renée
C	7/17/14	Number and format revision, legal changes	Melissa Harris

1.1. Objective

The objective of this policy is the following:

- A. To provide guidelines by which parents and volunteers may assist our educational effort through transportation of students in private vehicle for field-trip functions or for some other school approved purpose.
- B. To collect relevant information on drivers and vehicles used in transportation of students.

1.2. Insurance Guidelines

- A. The parents/volunteer's insurance will provide primary coverage.
- B. Parent/volunteer driver is required to provide a copy of a valid driver license.
- C. Parent/volunteer driver is required to provide a copy of proof of vehicle liability insurance.
- D. Insurance must meet or exceed minimum requirements as established by the state of Oregon.

Minimum Insurance Requirements

Oregon's mandatory insurance law [ORS 806.010](#) requires every driver to insure their vehicle. The minimum liability insurance a driver must have is:

Type	Amount
Bodily injury and property damage liability	\$25,000 per person; \$50,000 per crash for bodily injury to others; and \$20,000 per crash for damage to the property of others

State law also requires every motor vehicle liability policy to provide:

Type	Amount
Personal Injury Protection (for reasonable and necessary medical, dental and other expenses one year after a crash)	\$15,000 per person
Uninsured Motorist Coverage	\$25,000 per person; \$50,000 per crash for bodily injury

1.3. Safety Guidelines

- A. Only students who have been granted permission in writing by their parents/guardians to ride in approved private vehicles during a school activity may be placed in an approved volunteer driver's vehicle.
- B. Parent/volunteer driver must successfully complete background check.
- C. Parent/volunteer must maintain vehicle in a safe condition during the term of this activity.
- D. Parent/volunteer must abide by all Oregon driving laws while transporting students.
- E. Parent/volunteer must assure that each child is in a seat restraint appropriate for their age, height and weight as outlined by Oregon law.
 - a. A child over one year old weighing between 20 and 40 pounds (regardless of age) must be in a forward-facing child safety seat.
 - b. A child who weighs over 40 pounds and who is under four feet nine inches (4'9") tall and under eight (8) years of age must be properly secured with a child safety system that elevates the child so that a safety belt or harness properly fits (a.k.a. a booster seat).
 - c. If a child is older than eight (8) years, taller than four feet nine inches (4'9") and weighs more than 40 pounds must be properly secured with a safety belt or harness and the parents' preference for use of a booster seat will be followed.
 - d. Children under thirteen (13) years of age will not be placed in the front seat of a vehicle equipped with a passenger-side air bag.

1.4. Approval

Parent/volunteer drivers must be approved to drive by the administrator which can only occur after proof of a valid driver license, adequate insurance, and background check have been submitted and verified.