

LODI UNIFIED SCHOOL DISTRICT

REVISION

Policy 3541.1

Business and Non-Instructional Operations

Other Uses of Buses and Equipment Transportation For School- Related Trips

The district may provide transportation for students, employees, and other individuals for field trips and other school-related trips approved according to Board policy and administrative regulation.

The Superintendent or designee shall determine the most appropriate and cost-effective mode of transportation for each approved trip. They may authorize the use of district vehicles, contract to provide transportation, or arrange transportation by the use of other vehicles.

The Superintendent or designee shall ensure that the district or contractor has sufficient liability insurance for transportation on school-related trips.

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

School-related organizations requesting transportation shall be fully responsible for the costs of their trips unless funding has been approved by the Governing Board.

Transportation by Private Vehicle Allowed

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, they are a nonresident on active military duty in California, possesses a valid license from their state of residence.

Any person providing transportation to district students in a private vehicle shall register with the district for such purposes.

1. Have a valid driver's license and current liability insurance at or above the minimum amount required by law for each occurrence.
2. Have a good driving record.

3. Receive safety and emergency instructions which shall be kept in their vehicle.
4. Receive a copy of the permission slips for each student who is riding in their vehicle signed by their parents/guardians from the teacher.
5. Receive copies of the students' permission slips signed by parent/ guardians for each students riding their vehicle by their teacher.
6. Carry only the number of passengers for which your vehicle was designed. If you have a pickup truck, carry only as many as can safely sit in the passenger compartment.
7. The driver shall ensure that the manufacturer's recommendations for their vehicle are followed regarding the seating of children in seats equipped with airbags.
8. Check the safety of your vehicle: tires, brakes, lights, horn, suspension, etc.
9. Require each passenger to use an appropriate child passenger restraint system (child car seat or booster seat) or safety belt in accordance with law.
10. Not smoke or have in their immediate possession a lighted pipe, cigar, or cigarette containing tobacco or any other plant when there is a minor in the motor vehicle, whether the motor vehicle is in motion or at rest. (Health and Safety Code 118948
11. Obey all traffic laws.
12. Take the most direct route to the destination or event without unnecessary stops. In case of emergency, keep all students together and call 911 and the district office.

Passenger Restraint Systems

All drivers shall wear safety belts and shall ensure that all passengers are properly secured in seat belts or child passenger restraint systems in accordance with law. (Vehicle Code 27315, 27360, 27360.5, 27363)

A child who is under age 8 years shall be properly secured in a rear seat in an appropriate child passenger restraint system meeting federal safety standards, except under any of the following circumstances: (Vehicle Code 27360, 27363)

1. The child is four feet nine inches or taller, in which case a safety belt may be use.
2. Use of a child passenger restraint system would be impractical by reason of physical unfitness, medical condition, or size and an appropriate special needs child passenger restraint system is not available.
3. There is no rear seat, the rear seats are side-facing jump seats or rear-facing seats, the child passenger restraint system cannot be installed properly in the rear seat, all rear seats are already occupied by children under age 8 years, or medical reasons necessitate that the child not ride in the rear seat.
4. The child is otherwise exempted by law.

1. Mail and Supply

~~The district will provide a scheduled mail, instructional materials, and supply distribution system.~~

2. ~~Buildings and Grounds~~

~~The district will provide and the Transportation Department maintain a fleet of vehicles, vans, pickups, trucks, and other equipment as may be warranted for the Maintenance and Operations Department. Daily use and assignment of such vehicles shall be made by the Director of the Maintenance and Operations Department.~~

3. ~~Other Governmental Agencies~~

~~Buses and equipment may be made available as per standard fee schedule by the Director of Transportation. All school buses shall take priority.~~

4. ~~Safety and Training Sessions~~

~~School buses and equipment may be used with the approval of the Assistant Superintendent, Business Services for safety and training sessions.~~

State References

Description

Ed. Code 35330	Field trips and excursions; student fees
Ed. Code 35332	Transportation by chartered airline
Ed. Code 39830	School bus -
Ed. Code 39860	Transportation to school activities
Ed Code 39830.1	School pupil activity bus
Ed. Code 44808	Liability when students are not on school Property
H&S Code 118947-118949	Prohibition against smoking in motor vehicle with minor
Pub. Util. Code 5384.2	District not liable for charter-party carrier
Veh. Code 12814.6	Teen driver's act
Veh. Code 27315	Mandatory use of seat belts in private passenger Vehicles
Veh. Code 27360-27360.5	Child passenger restraint systems
Veh. Code 27363	Child passenger restraint systems; exemptions
Veh. Code 545	School bus: definition

Management Resources References Description

Website	CSBA District and County Office of Education Legal Service (https://legal.services.csba.org)
Website	California Office of Traffic Safety https://www.ots.ca.gov
Website	U.S. Department of Transportation, National Highway Traffic Safety Administration https://www.nhtsa.gov
Website	California Department of Motor Vehicles https://www.dmv.ca.gov
Website	California Highway Patrol https://www.chp.ca.gov

Policy
adopted: 05/11/67
revised: 02/13/69
revised: 04/16/74
revised: 09/02/97 (Renumbered from 3541)