

# SANBORN REGIONAL SCHOOL DISTRICT

SRSD File: EEAJ

## OPERATION OF VEHICLES FOR STUDENT TRANSPORTATION BY STAFF

### Statement of Purpose:

The district may choose to purchase, lease, or rent vehicles for the purpose of transporting students to and from athletic events, visits to community partners, field trips for small groups, etc. This policy defines the type of vehicles allowed, who may operate these vehicles, and the ways in which all parties will be insured and kept as safe as possible.

### Statement of Policy:

Operators under this policy shall include district employees and staff, as well as approved volunteers.

All vehicles under this policy shall be purchased, leased, or rented by the school district for the purpose of transporting students. The district is responsible for the care and maintenance of the vehicle.

If used to transport students, all vehicles must meet the requirements of state and national regulations and laws regarding student transportation. All vehicles other than school buses must have seat belt systems for all passengers, which will be used by all occupants while the vehicle is in motion.

Operators of vehicles will provide the district with a copy of a valid driver's license and automobile insurance with standard liability and collision coverage. They shall hold a valid driver's license to operate the vehicle that may include appropriate classification, restriction, and/or endorsement.

In addition to any other circumstances requiring reporting (e.g., bullying, safe schools violations, etc.), operators of vehicles under this policy will immediately report to the building Principal, Athletic Director, or Facilities Manager any motor vehicle incident (e.g., accident, traffic violation, breakdown, etc.).

No person shall operate a vehicle under this policy without first having undergone a background investigation and criminal history check as required under applicable law and Board policy GBCD.

The Operator shall inspect the vehicle prior to use and report defects to the Athletic Director or Facilities Manager. Vehicles with serious defects shall not be used to transport students.

The district will maintain insurance coverage which protects both the driver of the vehicle, all occupants, and the district from excessive liability.

**Related:**

See also: Policy EEA, EEAG, EEAG-R

**Statutory/Case Law References:**

RSA 189:6-c Pupils Transported in a Mixed-Use School Bus  
RSA 259:96-a Mixed Use School Bus

**History:**

Effective: May 18, 2022