



TRANSPORTATION OF STUDENTS IN PRIVATE VEHICLES OPERATED BY VOLUNTEER DRIVERS

Background

In matters relating to the transportation of students, safety considerations must be paramount. Golden Hills School Division encourages the use of public licensed carriers, including school buses. At the same time, the division recognizes that the use of private vehicles and volunteer drivers, including teachers, may be necessary.

Procedures

1. Parents/guardians are to be notified in writing if students are to be transported in private vehicles with volunteer drivers.
2. At no time shall students be approved to transport other students in private vehicles as part of the transportation arrangements for a field study/student excursion.
3. The following information must be provided to the Principal or designate prior to any volunteer adult drivers transporting any students on field studies/student excursions. The Principal will ensure that volunteer drivers:
 - 3.1 Have a minimum of two million dollars public liability current insurance coverage on their vehicles;
 - 3.2 Have a valid Alberta Operator's License;
 - 3.3 Provide a current (3 yr.) driver's abstract, a criminal record check with a vulnerable sector check. After initial approval, every 5 years, unless the volunteer is aware of a change, in which case they are required to notify the Principal.
4. The Principal, in their sole discretion shall determine whether the volunteer adult driver shall be allowed to transport any students and whether the vehicle is appropriate.
5. Volunteer drivers shall not be paid mileage but may be reimbursed for actual expenses, such as gasoline.
6. If an accident occurs that involves the transportation of students, this must be reported to the superintendent.

Reference:

- Education Act. AS.A 2012
- Traffic Safety Act