



Boulder Valley School District

File: EEAE

Adopted: date of manual adoption
[REDACTED]

STUDENT TRANSPORTATION IN PRIVATE VEHICLES

The District's insurance policies do not cover accidents involving private vehicles. Students transported for school-connected or school-sponsored purposes shall use District-owned vehicles whenever possible. Private vehicles may be used for student transportation when, in the opinion of the building principal, the use of private vehicles for student transportation constitutes the most practical or only possible method of transportation.

For purposes of this policy and its enacting regulations, the term "private vehicle" means any vehicle not owned by the School District. Owners and drivers of private vehicles used for student transportation must obtain the building principal's written approval prior to such transport. Approval forms shall be obtained from the building principal.

Vehicles, drivers, and insurance coverage shall meet or exceed all requirements of the law. Specifically:

1. *Vehicles* shall be defined as private vehicles designed to carry nine passengers or less, and used to transport one or more student(s) for school purposes as authorized by the building principal.

2. *Drivers* shall be defined as persons who transport children for school purposes through intermittent arrangements, and who may or may not receive mileage reimbursement. Drivers shall sign appropriate forms and agreements as required by the District administration.

Drivers must be at least 21 years of age; of good moral character, and not addicted to the use of alcohol, narcotics, or other habit forming drugs; and must possess a valid Colorado driver's license.

3. *Insurance requirements* of the State of Colorado shall be observed by drivers and owners of private vehicles used for student transportation. In addition, the Board requires liability insurance coverage in the amount of \$100,000/\$300,000. Evidence of such coverage must be received by the school principal prior to vehicle use.

4. In cases of emergency, students may be transported in private vehicles without complying with the above provisions, but only if there is real and imminent danger to persons or property.

Sponsor: _____	Name of Driver: _____
Date of Trip: _____	

Student Transportation in Private Vehicles

Boulder Valley School District does NOT insure school related trips in private vehicles. The district does not carry insurance on private vehicles driven by parents or volunteers. It is Board Policy (EEAE) and therefore required that the owner carry a minimum of the following: \$100,000/\$300,000 liability, \$50,000 property damage and Uninsured Motorist \$25,000/\$50,000.

Board Policy EEAE is on the back of this form. Please read carefully before completing form. Thank you.

Model/Year of Car: _____

Insured by: _____

Liability Coverage (\$): _____

Property Damage Coverage (\$): _____

Seat Belts: Yes ___ for # _____ Passengers No _____ (unable to drive)

Maximum number of passengers: _____ ALL PASSENGERS MUST WEAR SEATBELTS*

Valid Driver's License Number: _____

Current proof of insurance coverage must be submitted with this form. Driver unable to drive without proof of coverage.

As a driver for field trips during the school year ___ to ___, I understand that the district carries no insurance for private vehicles or students or drivers. I am personally responsible. I also certify that I am at least 21 years of age.

Driver Signature: _____

Sponsor Signature: _____

Principal Approval/Signature: _____

Date: _____

Please provide a copy of insurance policy or paperwork that indicates above dollar amounts of coverage (proof insurance card does not show dollar amounts.) We also need a copy of each driver's license and a signed copy of the BVSD Volunteer Agreement (non-coaching).

**New law as of 8/1/10: Children under the age of eight shall be properly restrained in a child restraint system, according to the manufacturer's instructions.*