



The Board discourages the use of private vehicles for transporting students for school activities. If, due to extenuating circumstances, a private vehicle is used to transport students, the Board further discourages letting students drive such vehicles.

School buses should be used as first means of transport. The next preferred option is to use vehicles driven by a teacher or adult volunteer supervisor. Where student drivers are involved it is preferred that the student driver travel in the company of vehicles driven by a staff member or adult volunteer.

The Board does, however, provide liability insurance coverage for drivers of vehicles not owned by the Division and which are used to transport students enrolled in Division schools provided that such vehicles:

- Are driven by staff, parent and/or guardian volunteers, students, or other approved volunteers
- Are used to transport students to or from activities which are both school-related and are sponsored or authorized by the Division;
- Are not used to transport students to or from school in lieu of normal school bus service.

Minor students may drive themselves to and from a school event when a prior written request has been provided by the parent or guardian and permission has been granted by the principal. The departure and destination points must be specified in the written request.

Students may accompany a student driver when prior written requests have been made by both the parents/guardians of the driver and by the parents/guardians of the passengers. The departure and destination points must be specified in the written request.

The principal has the discretion to withdraw permission at any time.

A vehicle manifest must be completed for each vehicle transporting staff, parents and/or students to the activity

School Principals shall ensure that each volunteer transporting students for all school sponsored events has a valid driver's license and that the vehicle to be used is properly registered and insured.

Principals shall ensure that full and proper records of all drivers and vehicles used for each event are maintained.