

FIELD TRIPS AND EXTENDED TRAVEL PROCEDURES

- Transportation for Field Trips - It is the philosophy of the Sunapee School District that school buses or insured commercial transportation are the preferred choices for activities involving student travel.

-Under no circumstances shall students be officially authorized, required, or in any way encouraged to drive other students to school classes or activities. No student shall be designated as an agent of the district

-Under no circumstances should teachers, counselors, coaches, or any other representative of the school or District attempt to mandate car pools or other groupings that may imply that the student driver is an agent for the District.

-No one under the age of twenty-one (21) shall be authorized to transport students.

-The driver of any vehicle shall ensure students wear seatbelts and/or are properly secured in booster/safety seat as required by New Hampshire state law (NH Statutes 265:107-a).

When commercial carriers are not practical because of distance, cost, or scheduling difficulty, transportation may be provided by private automobile. When a private car is used:

- Drivers can be either a parent/guardian of a student participating in the activity or a coach, advisor, instructor, or other adult twenty-one (21) years of age or older.

- The driver shall provide proof of possession of a valid driver's license issued by the state.

- The owner shall provide proof of auto liability insurance coverage.

- The owner shall provide proof of motor vehicle inspection.

- Parent must have given prior **written** consent to the administration for approval with any student being transported to or from and activity by an adult driver who is not that student's parents.

- Parents who are present at activities are permitted to drive their child with verbal consent given to the administration prior to transporting.

- Sunapee School District policy states that any volunteer who will be given significant unsupervised access to a student in connection with the volunteer's assignment shall be required to submit to a criminal background check as a condition of serving as a volunteer. This includes transporting students in private vehicles without a District employee being present.

- One-to-one situations involving an adult driver and student should be avoided.

First Reading: December 4, 2013

Second Reading & Approval: January 15, 2014