Descriptor Term: Descriptor Term: Private Vehicles Descriptor Code: Board Approved: EDAE Board Approved: Board Approved: EDAE Board Approved: EDAE 9/30/03

The Board recognizes the need to use private vehicles for school purposes in certain limited situations. With the use of private vehicles, the following policy shall be observed:

- 1. To use a private vehicle for school purposes, the employee must have the permission of the principal and proof of comprehensive vehicle insurance coverage forms;
- 2. The school system shall assume no responsibility for liability in case of accident, unless the employee has the proper authorization;
- 3. The Board specifically forbids any employee to transport students for school purposes without prior authorization by the principal.
- 4. No student shall be sent on school errands in the student's, an employee's, or a system-owned vehicle without principal approval; and
- 5. No employee may ask or give permission to students to transport other students to and from any school-related activity.
- 6. To use a parent's vehicle for school purposes, the parent must have the permission of the principal and proof of comprehensive vehicle insurance coverage.