

**USE OF PRIVATE VEHICLES TO TRANSPORT  
STUDENTS**

The Board specifically forbids any employee to transport students for school purposes without prior written authorization by the Superintendent or his/her designee. All employees who regularly transport students must have a School Bus Driver Certificate.

Those providing transportation on an incidental basis, i.e., not specifically as part of a contract to transport, must have a valid driver's license, and provide a copy of such to the school, and a vehicle which has a current N.H. inspection sticker. A commercial license is required for any vehicle that has a capacity of 16 or more.

Any employee or private citizen using their own or a rented vehicle to provide school-authorized student transportation must have auto liability insurance of not less than \$300,000 Combined Single Limit and provide a Proof of Insurance. The District will maintain liability insurance, which will be in excess of the owner's primary insurance for authorized student transportation.

A person under contract to transport one or more children to school, on field trips, to athletic events, or other school functions must have a valid School Bus Driver Certificate from the Department of Safety. This person's vehicle must be approved by the N.H. Department of Safety as meeting all applicable school bus safety standards. (Parents transporting their own children are exempt from this requirement, even if reimbursed by the School District.)

Law Reference:

Appendix Reference:

Date Adopted: June 8, 2004

Last Review/Revision Date: November 4, 2015