

**FILE: EDAE
Cf: IFCB**

STUDENT TRANSPORTATION IN PRIVATE VEHICLES

The Livingston Parish School Board recognizes that there are times in which private vehicles need to be and are used to transport students to and from school sponsored events. The Board directs that such transportation services shall only be utilized in emergency situations as authorized by the principal. Otherwise, proper student transportation, i.e., Board owned or operated vehicles, shall be used.

When private vehicles are to be used to transport students, such vehicles shall be chosen in advance of the anticipated usage, whenever possible. In situations where private vehicles are to be used for transporting students to school related activities, the following guidelines shall be adhered to:

1. The driver of a vehicle should be a licensed adult. Information about the driver's license and vehicle insurance should be submitted to school personnel. Other pertinent information shall be obtained as necessary.
2. All students shall have written permission to travel with the group.
3. The number of students transported shall be limited to the recommended capacity of the vehicle. Seat belts shall be available for every passenger and each occupant of the vehicle shall buckle with the appropriate seat belt. Under no circumstances shall students be allowed to ride in the bed of a pick-up truck.