

# LIVE OAK CHARTER SCHOOL

## Transportation of Students in Privately Owned Vehicles

On occasion, students at Live Oak Charter will participate in activities where they must be transported by private vehicle. If you can assist us by using your automobile, please read the following conditions that will need attention prior to driving on a field trip.

- A. Interest of providing for a safe transport of students in privately owned vehicles while they are travelling as part of a school activity requires that an owner carry certain minimum limits of liability insurance coverage for bodily injury, property damage and medical payments.
- B. This requirement recognizes that under current legal practice, the owner of a vehicle is expected to answer and cover any claim for injury or damage caused by her/his car, and accordingly, need the backing of sufficient insurance to properly handle this responsibility.
- C. This requirement, in addition to other provisions that govern transportation of students in privately owned vehicles read as follows:
  1. The field trip must be approved by the executive director, who is responsible for compliance with the policy
  2. In accord to California law each passenger must be properly seated and wear a shoulder belt. Children under 8 must be in a booster seat and wear a shoulder belt. Children under 8 who are 4'9" or taller do not need a booster seat. Children of age 12 or older are allowed to seat in front.
  3. The maximum number of students per vehicle is determined by available seat belts installed by the manufacturer of vehicle. Under no circumstances will a volunteer driver exceed ten persons total in the vehicle including the driver.
  4. Each vehicle owner must furnish evidence in writing of the following insurance coverage: \$100,000/300,000 Bodily Injury, \$50,000 Property Damage, or \$300,000 Combined Single Limit of Liability, Uninsured Motorists coverage and Medical Payments coverage not less than \$5,000
    - i. Volunteer drivers must have their insurance policy verified/copied by the school for the above limits and effective date. Note: State law requires insurance of vehicle owner to respond in any accident. The school does NOT provide auto liability coverage for volunteer drivers
  5. All drivers must have a current California Driver's License and be twenty-one years of age or over. The driver must affirm that they have not been convicted of reckless driving or driving under the influence of drugs or alcohol within the past 7 years.
  6. All Adults who volunteer to transport students must agree that there will be no smoking allowed in the vehicles at any time during the field trip.
  7. Vehicle shall comply with all current applicable provisions of the California Vehicle Code

8. The Following items must be checked by the car owner prior to the field trip;
  - i. Minimum tread on tires
  - ii. Working seat belts for drivers and all passengers
  - iii. Working lights, turn signals, and mirrors
  - iv. Appropriate spare tire, highway flares
  - v. Normally operating engine
  - vi. Normal mechanical systems, steering, brakes, etc.
9. Pets are not allowed in the vehicle when it is being used to transport students.
10. When private vehicles are used, there shall be a plan to travel in groups and have contingencies for how to deal with emergency situations including the transfer of students should a vehicle breakdown and emergency communications are necessary
11. All volunteer drivers will adhere to travel directions and will not make stops unnecessary to the conveyance of to school and school activities.