



Approval for Student Transportation by Private Vehicle

For Educational Field Trips, Cocurricular, and Extracurricular Activities

- Parents/guardians/custodians must read and complete this form if they wish to allow their students to travel in a private vehicle to and from events if necessary, as outlined in Policy 8660
- Once completed, this form should be submitted to the building principal
- Copies will be sent to the coach/advisor, parent, and building administrator/designee

As stated in Board of Education policy 8660, it is the goal of the Board of Education to provide transportation to and from all district-sponsored activities. However, it is recognized that, on occasion, transportation cannot be provided due to unforeseen circumstances such as unavailability of drivers and/or mechanical failure. Only when all reasonable avenues to provide transportation by a district vehicle have been exhausted will the district authorize the option of transporting by private vehicle.

With the approval of the building administrator or his/her designee, staff member(s) or other responsible adults may drive students to and/or from educational field trips, cocurricular, or extracurricular activities on a voluntary basis.

The following requirements are set forth by the Board of Education and are designed to ensure reasonable protection for both passengers and driver. A volunteer driver must meet all requirements listed below:

- A driver must certify he/she has liability insurance.
- A driver must have a valid driver’s license with no pending OMVI or OMVI Per Se charges.
- A driver must have less than six points on his/her current driving record in the past two years.
- The vehicle they are driving is mechanically safe.
- The vehicle must have adequate seating with seat belts for the number of persons to be transported.
- The vehicle used for transportation of students must not hold more than ten people.
- The vehicle must conform to registration requirements set forth by the State of Ohio.
- There must be no known reason to believe he/she cannot operate said vehicle safely.
- At no time and under no circumstances is a student authorized to transport other students.

My signature below signifies I have read this form and that, should unforeseen circumstances require it, I as parent/guardian/custodian of the student listed below give the district permission to transport him/her by private vehicle. This permission is valid for the current school year. I further agree to hold harmless and indemnify the Dublin City Schools Board of Education, staff members and voluntary drivers for non-negligent acts that are beyond their control.

Student’s name: _____ Grade/School: _____

Parent/Guardian’s name (print): _____ School year: _____

Parent/Guardian signature: _____ Date: _____

Building administrator/designee: _____ Date: _____