

# 8132R NON-INSTRUCTIONAL OPERATIONS

## Uses of Buses

### **Class Field Trips, Club Field Trips, Music, and Athletics**

- 1) The District will arrange transportation for all the following:
  - a) Approved trips covered by the transportation budget
  - b) Inter-city and intra-state transportation involving a high school group engaged in curricular activity.
  - c) Transportation for athletic events which are arranged by the Supervisor of Physical Education, Health and Athletics through the Transportation Office.
  - d) Transportation for all instructionally related field trips which are approved by the Assistant Superintendent for Instruction.
  - e) Transportation for any large group(s) of students engaged in extracurricular activity where the school maintains control and desires to have the group(s) moved en masse.
  - f) Transportation may be furnished for picnics, club field trips, or groups viewing athletic events, if approved, and if paid for entirely by the club or group securing the transportation.
  - g) Other transportation authorized by the Superintendent of Schools.
- 2) An exception is made when a parent makes specific arrangement with the sponsor and administration prior to the trip. Students cannot under any circumstances ride in private automobiles during the course of traveling to or from an out-of-town school event in which they are a member of the school's team or group.
- 3) A student must remain with the group at all times in traveling to or from, and during, an out-of-town/in-town school event. A written release of responsibility signed by the parent or guardian of the student is required prior to permitting a student to separate from the group. The student may only be released directly to a parent, grandparent, or another student's parent/grandparent as specified in the parental release for which approval is at the discretion of the administration and activity sponsor.
- 4) Although it is an exception to the general rule, for good cause students may request permission to travel with a parent to or from school-sponsored trips. "Good cause" includes but is not limited to conflicts with other school-sanctioned events and medical emergencies. "Good cause" does not include failure to plan, a desire to travel with family rather than the team or school organization, inconvenience, dislike of planned travel times, or mode of transportation or similar reasons.
- 5) Permission forms are available in the main office of the respective school and must be completed and submitted, absent an emergency, at least one week prior to the commencement of the scheduled event.

1           6) The above regulations do not prohibit furnishing necessary transportation to students in cases of  
2            emergency.

3   Policy History

4   Adopted on: July 1, 2000

5   Revised on: August 14, 2000

6   Revised on: June 9, 2014