

Board Policy 8103

POLICY TITLE: Vehicles Other than School Buses Used to Transport Students

[RECOMMENDED POLICY: This item addresses practices districts are required to comply with by law, administrative rule, or other guidance, or which are strongly recommended by one of the attorneys we consult on policy matters.]

The Superintendent may authorize the transportation of students in vehicles other than school buses or by the District or by a party the District contracts with. Only vehicles that are an authorized vehicle as defined in IC 33-1504 may be used. For the purposes of this policy, such non-school bus vehicles shall be referred to as authorized vehicles.

Drivers of authorized vehicles shall meet all minimum requirements specified by the State Department of Education and by the School Board.

Authorized vehicles may be used when school bus transportation cannot be reasonably provided. Such vehicles shall not be used routinely for home-to-school and school-to-home transportation except for the following groups of students:

1. Preschool children;
2. Special needs children;
3. Homeless children;
4. Foster children;
5. Children who cannot be reached by school buses; and
6. Students placed in alternative schools, work programs, or vocational or trades training.

Authorized vehicles may be used when school bus transportation cannot be reasonably provided for trips that are an extension of the instructional program.

All authorized vehicles shall be equipped with safety equipment, including the following:

1. A fire extinguisher
2. A first aid kit;
3. A body fluid cleanup kit;
4. Spare fuses; and
5. Emergency reflectors.

The District name or the name of the contractor shall be clearly marked on the side of the vehicle.

Authorized vehicles shall be inspected by a qualified mechanic at least every 60 days during each school year. This inspection shall cover, at minimum, all applicable requirements, documentation, and service procedures as required by the State Department of Education and the Board.

Each driver must complete and document a daily pre-trip inspection before transporting pupils as described in Policy 8170.

The District shall comply with any restrictions identified by the vehicle manufacturer regarding passengers, weight, and other associated restrictions.