

Business/Non-Instructional Operations

Transporting Students in Privately Owned Vehicles

The Board of Education recognizes that, in special circumstances, district employees may need to use private vehicles for school purposes. In particular, the Superintendent of his/her designee may authorize the transportation of students in private vehicles to transport a student or students to district-sponsored events when regular district transportation is unavailable.

The district assumes no liability unless the employee has prior authorization for such transportation.

District administrators will exercise caution in authorizing transportation of students in private vehicles, since the district potentially assumes liability for any accident claim which exceeds the driver's automotive liability coverage. Any teacher or District/School administrator using a private vehicle to transport students on a regular basis must provide evidence of liability insurance, with the district named as an additional insured, in an amount deemed adequate by the Superintendent of Schools or the School Business Manager.

There are to be no more people in a vehicle than the driver and passenger members as listed by the design of the vehicle. Parental permission slips indicating knowledge of the conditions listed within this policy must be obtained.

(cf. 3541.22 – Drivers)

(cf. 4133.1/4233.1 – Use of Board of Education Vehicles or Privately Owned Vehicles)

Legal Reference: Connecticut General Statutes
 14-1(i) Motor vehicles: definitions.
 14-212 (8) Definitions - “Student transportation vehicle.” (as amended by PA 10-110)
 14-212 (2) Definitions - “Carrier.” (as amended by PA 10-110)
 PA 07-224 An Act Concerning Operator’s Licenses Bearing a School Bus Endorsement.

Policy adopted: October 19, 2015

THOMASTON PUBLIC SCHOOLS
 Thomaston, Connecticut

Business/Non-Instructional Operations

Privately Owned Vehicles

Authorization Form - Use of Employee Vehicles

The Superintendent of Schools or his/her designee hereby authorizes **the driver** to use a privately owned vehicle in the performance of his/her professional responsibilities.

It is fully understood that you, **the driver**, will carry a minimum automobile liability insurance policy providing at least limits of Bodily Injury \$300,000 per person; \$300,000 per accident, Property Damage \$100,000 per accident; or \$300,000 combined single limit. In the event of a claim, the insurance carried by the Board of Education is excess insurance over and above your limits. The Board of Education will not be responsible for any damage, however caused, to your vehicle.

These condition are understood, accepted, and approved by the signers.

Signature of Driver

Superintendent

Date: _____

Date: _____

DRIVER'S INSURANCE LIABILITY

Teachers driving for field trips or other school activities must realize that **effective January 1, 1994**, Connecticut No Fault Insurance (PIP) was changed by the Connecticut Legislature so that it is no longer mandatory coverage on an individual's automobile policy.

As in the past, your personal auto policy is considered primary coverage should you or a passenger be involved in an accident. Therefore, in accepting the responsibility of driving for school related events, you should first discuss the ramifications of this change in the law with your insurance agent so that you have adequate coverage in place.

The school insurance carrier has secondary responsibility in matters involving a claim and will only consider a claim after all claims are settled with your insurance carrier.

I, _____ understand and accept the responsibilities of the above
(driver)
statement.

Signature of Driver

Date

Insurance Carrier of Driver
(include name and telephone number of Insurance Agent)

Policy Number of Driver

NOTE: This particular statement should be presented to the appropriate people whenever they are considering some outside activity that involves teachers who volunteer for field trip driving.