

# Salt Lake City School District Board Policy G – 8 Form A

Title: Transporting Students to and from Activities and Field Trips  
**Parent/Guardian Permission to Operate a Private Vehicle for School Activities**

Index: G = General Policies

It is occasionally necessary for a student to drive a private vehicle to school activities. The following requirements apply for authorized use of private vehicles:

1. The activity is approved by the school principal for students who will need to leave the high school campus.
2. The student driver must have a valid Utah driver's license in order to qualify for transporting other students.
3. Students may not drive if they have had a conviction or an alcohol/drug related driving violation or more than 2 moving violations in the last 12 months.
4. Each driver must ensure that the vehicle has passed state-required safety inspections.
5. Each driver must have liability insurance coverage. This responsibility is not assumed by the district. Each driver must carry in the vehicle at all times the required insurance company and policy number identification card provided by the insurance company
6. This form must be kept on file in the school.
7. **REMEMBER** - The driver and all passengers must wear seat belts. It's the law.

Date \_\_\_\_\_ School \_\_\_\_\_

Description of Vehicle \_\_\_\_\_ License plate no. \_\_\_\_\_

UT. State Drivers Lic. No. \_\_\_\_\_ Insurance Company \_\_\_\_\_

Exp. Date \_\_\_\_\_ Policy No. \_\_\_\_\_

Activity (ies)	Location(s)	Date(s)

**REQUIRED SIGNATURES**

**STUDENT:** As a student driver of a private vehicle, I have read, accept and agree to the district requirements as stated above.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

**PARENT/GUARDIAN:** I give my permission for my student to transport other students to the approved school activity(ies) as noted above.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**SCHOOL REVIEW:** Principal or Assistant Signature \_\_\_\_\_ Date \_\_\_\_\_

*Retain this form in the school for 4 years*

Approval Date: 6/5/01

The Salt Lake City School District does not discriminate on the basis of age, color, disability, national origin, pregnancy, race, religion, or sex in its programs and activities. The following person has been designated to handle inquires regarding the non-discrimination policy: Kathleen Christy, Assistant Superintendent, 440 East 100 South, Salt Lake City, Utah 84111, (801)578-8251. You may also contact the Office for Civil Rights, Denver, CO, (303)844-5695.

# Salt Lake City School District Board Policy G – 8 Form B

Title: Transporting Students to and from Activities and Field Trips  
**Driver of Private or Rental Vehicle Transportation Record**

Index: G = General Policies

This record is to be completed whenever a parent (or other patron) provides transportation for students from the school to an approved school event, including field trips.

Date: \_\_\_\_\_ School: \_\_\_\_\_

Driver: \_\_\_\_\_

Event	Location	Date(s)

Vehicle: Private \_\_\_\_\_ or Rental \_\_\_\_\_ Rental company insurance purchased: \_\_\_\_\_

Utah State Drivers License No. \_\_\_\_\_ Insurance Co. \_\_\_\_\_

Exp. Date \_\_\_\_\_ Policy No. \_\_\_\_\_

Policy Period \_\_\_\_\_

1. Drivers must have valid Utah Drivers Licenses.
2. Drivers must either be a parent/guardian of a student participating in the activity or an adult 25 years of age or older.
3. No one may drive if he/she has had a conviction in the past 10 years for any alcohol/drug related driving violation or more than 2 moving violations in the last 12 months.
4. Each vehicle must have liability insurance coverage. This responsibility is not assumed by the district. The name of the insurance company and policy number information can be obtained from an insurance identification card provided by the company and carried in a vehicle.
5. Drivers must assure that there are operable seat belts for each passenger and must require passengers to use them.
6. Drivers must ensure that the vehicle has passed state-required safety inspections.

I have read and understand the above requirements. I agree to abide by them.

Signature of Driver \_\_\_\_\_

Signature of Administrator \_\_\_\_\_

*Retain this form in the school for 4 years*

# Salt Lake City School District

## Board Policy G – 8 Form C

Title: Transporting Students to and from Activities and Field Trips  
**Student Passenger in a Private or Rental Vehicle**

Index: G = General Policies

It is occasionally necessary for a student to be a passenger in a private or rental vehicle being driven by another student or adult driver to school activities. The following requirements apply for authorized use of private or rental vehicles:

1. The activity is approved by the school principal for students who will need to leave the school campus.
2. High school students may not transport children younger than high school age and must have the approval of the principal to transport other high school students.
3. Drivers must have valid Utah drivers' licenses in order to qualify for transporting students.
4. Students may not drive if they have had a conviction for an alcohol/drug related driving violation. Adult drivers may not drive if they have had a conviction in the past 10 years for an alcohol/drug related driving violation. No one may drive if they have had more than 2 moving violations in the last 12 months.
5. Each vehicle must have liability insurance coverage. This responsibility is not assumed by the district.
6. Drivers must ensure that the vehicle has passed state-required safety inspections.
7. It is the student passenger's or his or her parents' duty to confirm that the driver carries the required insurance. Information regarding the insurance company and policy number can be obtained from an insurance identification card provided by the company which must be carried in the vehicle at all times.
8. This form must be kept on file in the school.
9. **REMEMBER** - The driver and all passengers must wear seat belts. It's the law.

Activity(ies)	Location(s)	Date(s)

**DRIVER:** adult driver \_\_\_\_\_ student driver \_\_\_\_\_ **VEHICLE:** private \_\_\_\_\_ rental \_\_\_\_\_

### REQUIRED SIGNATURES

**HIGH SCHOOL STUDENTS ONLY:** I have read and accept the above district policy on becoming a passenger in a vehicle driven by another high school student.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

**PARENT/GUARDIAN:** I give my permission for my student to be transported by another high school student or adult driver to an approved school activity(ies) as noted above.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**SCHOOL REVIEW:**  
 Principal or Assistant Signature \_\_\_\_\_ Date \_\_\_\_\_

*Retain this form in the school for 4 years*