

# Scott County Board of Education

Monitoring:  <b>Review: Annually, in October</b>	Descriptor Term:  <b>Private Vehicles</b>	Descriptor Code: <b>3.404</b>	Issued Date: <b>11/08/12</b>
		Rescinds: <b>3.404</b>	Issued: <b>05/10/12</b>

1           The Board recognizes that certain employees may need to use their private vehicles for school pur-  
2           poses. With the use of private vehicles, the following policy shall be observed:  
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- 4           1. To use a private vehicle for school purposes, the employee must have the written permission of  
5           the director of schools/ designee and proof of vehicle liability insurance coverage in a sufficient  
6           amount, as determined by the director of schools.
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- 8           2. The school system shall assume no responsibility for liability in case of accident, unless the  
9           employee has the proper authorization described above.
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- 11          3. The Board specifically forbids any employee to transport students for school purposes without  
12          prior authorization by the director of schools or his/her designee.
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- 14          4. Privately-owned school buses and drivers of such shall meet all requirements of state law and  
15          state Board Rules, Regulations, and Minimum Standards.<sup>2</sup>
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- 17          5. No student shall be sent on errands, personal or school-related, in a vehicle owned by the student,  
18          an employee, or the school system.
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- 20          6. No employee may ask for or give permission to students to transport other students to and from  
21          any school or school-related activity without written parental permission and proof of student  
22          insurance.
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24          The Board recognizes that volunteer parent drivers are often needed to use their private vehicles for  
25          school purposes. The volunteer parent drivers who use a private vehicle must provide proof of vehicle  
26          liability insurance coverage in the form of an insurance certificate in a sufficient amount, as determined  
27          by the director of schools.<sup>1</sup>

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Legal Reference:

32          1. TCA 29-20-403(b)(3); OP Tenn. Atty. Gen. 04-136 (August 24, 2004)

33          2. TRR/MS 0520-1-5

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