

**Transporting Students in Private Vehicles
Board of Education
Wrightstown Community School District**

The Board recognizes the need for some school employees, or other persons serving in an official capacity, to use their own motor vehicle for transporting students to educational opportunities when the operation of a school bus is impractical. Transporting students in private vehicles allows the district to cost-effectively provide transportation for this limited number of individuals. To safeguard the District, employees and students in matters of liability, particularly as it relates to the transporting of students, the following policy guidelines shall be observed.

1. District employees or other persons serving in an official capacity shall have the written permission of the district administrator, or designee, in order to use a private motor vehicle for school purposes. Permission may only be granted if the person providing transportation has satisfactorily met all District and state law requirements, holds a valid regular Wisconsin driver's license, proof of insurance, and a clear driving record.
2. The District shall assume no responsibility or liability in case of accident, unless the employee or other person serving in an official capacity has obtained the necessary authorization. In all cases, however, the driver's automobile insurance is the primary carrier, with the District's insurance being secondary.

Reference: Wisconsin State Statute 121.54; 121.555
Transporting Students Administrative Guidelines
Parent/Guardian Consent for Transportation by Private Vehicles
Authorization to use Private Vehicle to Transport Students

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Revised: