

Special Use of School Buses

I. Activity Transportation

School buses or other school-owned transportation shall be made available to activity participants for activities approved and sponsored by the school. Other non-participating spectators (Lowell School students, parents/guardians of Lowell School students, and other District 71 residents) may ride activity buses to away events when participating students do not require the use of all available seating. Written permission from parents/guardians will be required for all non-participating Lowell students. Prior administrative approval is required for all spectators.

II. Procedure for Early Return of Activity Bus

- A. Chaperone will remain at the school until all students have been turned over to an appropriate adult or appropriate parental contacts have been made.
 - a. Student will come into the building and call parents, emergency number or alternate numbers in that order, until an immediate ride is obtained.
 - b. If students refuse to come in and call or leave the grounds without calling, the chaperone will call the above series of numbers until contact is made. They will inform the contact person of the situation and note who was contacted and the time.
 - c. Students unable to make contact at any of the required numbers, may be allowed to go to another student's home if verbal contact has been made with the parent taking temporary custody.

The following should be noted:

- 1. Parent with whom student will stay.
- 2. Time of authorization.
- 3. Method of transportation.

Home and emergency phone numbers should be given to the substitute parent.

- B. Before leaving, the chaperone shall check the grounds to ensure all students have been safely turned over to appropriate adults.

III. Bus and Vehicle Usage by the Public

District buses and vehicles will not be generally available for use by the public due to the restrictions governing the district in state statute and by insurance requirements.

However, exceptions may be made when in the opinion of the Superintendent, the activity proposed is of sufficient benefit to the district. Such usage by a public or youth agency will be contingent on the agency providing proper supervision and making payments of all costs incurred in the usage of the vehicle. Buses will be driven by qualified district drivers only.

END OF POLICY

Legal Reference(s):

ORS 332.405
ORS 332.427
ORS 339.240 - 339.250

OAR 581-022-1530
OAR 581-023-0040
OAR 581-053-0002
OAR 581-053-0010

Letter Opinion, Office of the Attorney General (Nov. 22, 1998).