

# PENN MANOR SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED: October 17, 2012

REVISED:

## 340-AR-0. TRANSPORTING STUDENTS IN PRIVATE VEHICLES

District employees will not transport any district student in a motor vehicle owned or operated by the employee except under the following conditions:

1. Medical Emergency – student is experiencing a medical emergency and is unable to be transported to the closest hospital by police, paramedics or others who can render appropriate medical treatment.
2. Home Emergency – parent/guardian of student has experienced a serious accident or has died and the student’s presence at home is requested.
3. Bus Emergency – student is left at school after the bus departed and no other transportation is available.

When a district employee transports a district student in a motor vehicle owned/operated by the employee under any of the circumstances stated above, the motor vehicle is considered in possession or control of the district. However, the employee’s insurance is primary in these situations, and the district acts as the excess insurance carrier.