

## **STUDENT TRIP TRANSPORTATION GUIDELINES**

Whenever ground transportation is required for 10 or more occupants in a single vehicle, students must be transported in a school bus. Municipal transit buses (People Mover) may also be used for local trips. The ASD Transportation Department must be contacted (742-1200) to schedule all school bus transportation. This applies to all school related activities.

### **USE OF COMMERCIAL VEHICLES**

The Transportation Department will make arrangements for travel with approved school bus companies. Student travel in motor coaches, limousines and other vehicles that do not meet Federal Motor Vehicle Safety Standards for school buses will not be approved.

### **USE OF VANS**

pool basis to some school sponsored programs, i.e., field trips, etc. It shall be the principal's responsibility when establishing programs utilizing such transportation to ensure:

- a. No more than 10 occupants may be transported in a single vehicle regardless of the number of seats and seat belts.