D-140

P-CDOP

**TRANSPORTATION**

If a school owns and operates its own transportation system, it must comply with all state regulations regarding the health and safety of students. All vehicles owned by schools must be insured through the Diocese. All drivers shall be appropriately licensed, submit to a criminal history check and drug screening, and complete the diocesan safe environment training program.

Passenger or cargo vans designed to carry eleven to fifteen passengers shall not be used to transport students as prohibited by Illinois state law. Vehicles (cars, minivans) designed to carry ten passengers or less may be used as long as properly insured and the driver licensed.

All students who are transported by bus shall have bus evacuation training per state requirements.

Adopted 7/2018

Reviewed 6/2020, 7/2021, 7/2022

D-140

AR-OCS

**TRANSPORTATION**

For transportation to and from events such as, but not limited to, field trips, athletic events, retreats, or any event not related to the direct transportation of students to and from the school campus, the school is strongly recommended to use commercial transportation or its own bus transportation system. In the event that such transportation is not readily available or feasible,

schools shall adhere to the following regulations:

1. Volunteer drivers must have a current valid driver’s license and be at least 25 years old.
2. Volunteer drivers must complete the Catholic Mutual Group’s defensive driving training modules, complete a volunteer driver form, and provide current proof of insurance with a minimum of $100,000/$300,000 in coverage.
3. Drivers who are paid employees must complete the Catholic Mutual Group’s defensive driving training modules, complete a volunteer driver form, and provide current proof of insurance with a minimum of $100,000/$300,000 in coverage.
4. Parents must sign a form indicating that they are aware of the mode of transportation being used on the school trip.
5. If the school rents or is loaned a vehicle for a trip, it shall take the insurance provided by the rental company.
6. As an alternative to renting multiple vehicles for a trip, a school may rent a Multifunction School Activity Bus (MFSAB) provided it complies with the Federal Motor Vehicle Safety Standards applicable to school buses for crash survivability and mirrors.

Adopted 7/2018

Reviewed 6/2020, 7/2021, 7/2022