

# Dickson County Board of Education

Monitoring: <b>Review: Annually, in October</b>	Descriptor Term: <b>Private Vehicles</b>	Descriptor Code: <b>3.404</b>	Issued Date: <b>10/24/13</b>
		Rescinds: <b>3.4040</b>	Issued: <b>10/23/97</b>

1 The Board recognizes that certain employees may need to use their private vehicles for school purposes.

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3 1. The employee/parent must have the written permission of the Director of Schools/Designee and proof  
4 of vehicle liability insurance coverage in the following forms:<sup>1</sup>

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6 a. A copy of the insurance certificate issued to the insured indicating liability limits;  
7 b. a valid driver's license;  
8 c. A specific permit for each trip involving students, including field trips.

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10 2. The school system shall assume no responsibility for liability in case of accident, unless the employee  
11 has the proper authorization described above.

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13 3. The Board specifically forbids any employee to transport students for school purposes without prior  
14 authorization by the Director of Schools or his/her designee.

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16 4. Privately-owned school buses and drivers of such shall meet all requirements of state law and state  
17 Board Rules, Regulations, and Minimum Standards.<sup>2</sup>

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19 5. No student shall be sent on errands, personal or school-related, in a vehicle owned by the student, an  
20 employee, or the school system.

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22 6. No employee may ask for or give permission to students to transport other students to and from any  
23 school or school-related activity.

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38 Legal Reference:

39 1. TCA 29-20-403(b)(4); OP Tenn. Atty. Gen. 04-136 (August 24, 2004)

40 2. TRR/MS 0520-1-5  
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