

CATASAUQUA AREA SCHOOL DISTRICT

TITLE: Transportation Policy – Students
Other than Normal Bus Route Schedules

ADOPTED: November 1990

REVISED: April 8, 2002

REVISED: November 10, 2005

REVIEWED: November 10, 2005

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| | 810-A – Transportation Policy – Students Other Than Normal Bus Route Schedules | 1 |
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| Purpose | To provide transportation | 4 |
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| | 1. The school district will furnish transportation for all approved field trips/extra-curricular activities. Trips will be limited to 100 miles one way. The availability of school vehicles will also be a consideration for approval. Requests for over the 100 mile limit must be approved by the Superintendent or his designee. | 6 |
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| | 2. The school district will furnish transportation to all activities that are a part of the regular classroom curriculum. These trips may be school district financed or financed by outside school related organizations (PTO, etc.). These trips are limited to 100 miles one way. A trip of over 100 miles one way must receive approval from the Superintendent or his designee. These field trips must take all students that are a part of the planned course involving the trip. School district financed trips must be budgeted items in the school district budget. | 12 |
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| | 3. The trips will be granted on a first come, first serve basis, as determined by the Superintendent or his designee, and will not be approved after the budget amount has been spent or reserved. Reservations may be turned in to principals after the first week of the school year. | 21 |
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| | 4. Private trips arranged by outside groups are classified as tours and are considered a part of the tour policy. | 26 |
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| | 5. Employees are not authorized to use their private vehicle to transport school students. | 29 |
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All transportation other than normal bus route schedules involving the school district students must be approved by the principal of the building where the trip emanates, and the Superintendent or his/her designated administrator. All transportation requests are predicated on the availability of vehicles as indicated by the Transportation Director.

Permission Slips

Guardian/Parental permission approval slips may be required for certain trips as dictated by the Administration.

All school rules/policies will be enforced on field trips.

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