



Division FINANCE AND ADMINISTRATION	Policy Series 400	Policy # 400.2
Subject STUDENT TRANSPORTATION	Replaces	
Responsible Authority <ul style="list-style-type: none"> DIRECTOR OF EDUCATION ASSISTANT DIRECTOR OF FINANCE AND ADMINISTRATION 	Date Approved <i>January 12, 2009</i>	
	Effective Date <i>February 9, 2009</i>	
Date Reviewed <i>January 12, 2011</i>	Date Revised	

400.2(1) Policy Name

Use of Fifteen (15) Passenger Vans for Student Transportation

400.2(2) Policy Statement

- 400.2(2.1) Nova Central School District shall not arrange for the transportation of students in fifteen-passenger vans for any school-sponsored activities and events.
- 400.2(2.2) Fifteen passenger vans shall not be purchased, leased, rented or borrowed for the purposes of transporting students on behalf of the district.

400.2(3) Policy Rationale/Purpose

The Director of Education has an obligation to ensure the safest methods of transporting students for school-related activities and events, when transportation is being arranged on behalf of the district. In response to the possible rollover of fifteen (15) passenger vans under certain conditions and other potential safety concerns, the Director prohibits the use of such vans for the transportation of students for school-sponsored activities such as field trips and tournaments.

400.2(4) References

United States Department of Transportation, National Highway Traffic Safety Administration: The Rollover Propensity of Fifteen Passenger Vans, April 2001.

400.2(5) Scope

- 400.2(5.1) This policy governs:
- a. All students who attend Kindergarten to Level IV in Nova Central School District
 - b. All employees of Nova Central School District
 - c. All transportation contractors and their drivers
 - d. All special transportation providers
 - e. All volunteers with Nova Central School District.

400.2(6) Roles and Responsibilities

Responsible Division: **Finance and Administration**

Responsible Area: ***Student Transportation***

- 400.2(6.1) The **Assistant Director of Education (Finance and Administration)** shall be responsible for the implementation, monitoring and revision of the Fifteen (15) Passenger Van Policy.
- 400.2(6.2) The **Manager of Student Transportation** and the **Manager of Administrative Services** shall ensure that fifteen passenger vans are not used for the transportation of students by regular or contracted drivers on behalf of the district.
- 400.2(6.3) **School administrators** shall ensure that fifteen passenger vans are not used for the transportation of students by school staff or volunteers on behalf of the school or district.

400.2(7) Procedures

N/a

400.2(8) Definitions

N/a

400.2(9) Review

This policy shall be reviewed every two years.

400.2(10) School Policy

Schools and school district offices shall follow the district policy and procedures with respect to the use of fifteen passenger vans.