

Adoption: 23 November 2010**Revision History:**

24 October 2018

Last Board Review:

25 May 2023

Next Board Review:

2027-2028

I. PURPOSE

The purpose of this policy is to ensure student and faculty/volunteer safety while on field trips as they relate to Kaleidoscope Charter School (KCS).

II. GENERAL STATEMENT OF POLICY

On occasion, we recognize the need to transport a small number of children to offsite locations for educational purposes. Transportation of students should be a last resort and the drivers should be aware of the potential liabilities involved.

III. REQUIREMENTS

- A. A limited number of staff/volunteers should be designated as drivers.
- B. Personal auto liability limits for the drivers should be at least \$100,000 per person; \$300,000 per accident. This needs to be verified by the Human Resource Official.
- C. Drivers must provide the names and license numbers of the potential drivers so we can run Motor Vehicle Records (MVR). An authorization form needs to be obtained for each driver. This form is available in the Human Resource office.
- D. An annual review of who is driving on school business must be done by Kaleidoscope Charter School.
- E. Release forms signed by parents that include student transportation must be completed annually.
- F. One to one situations are prohibited.
- G. A written program description showing the structure, planned activities, etc., must be submitted to the school office prior to the event.
- H. Parents will provide appropriate child restraints as required by law or transport their child/children themselves.

Note: The applicability and enforceability of this policy is 610 limited to, and qualified by, Minnesota or Federal law that, at the time any such circumstance within the scope of the policy arise, may be contrary to some aspect or all of the policy.

169.685 SEAT BELT; PASSENGER RESTRAINT SYSTEM FOR CHILDREN (State Statute)



Policy 611

School Employee & Volunteer Drivers

Effective July 1, 2009, a child who is both under age 8 and shorter than 4 feet 9 inches is required to be fastened in a child safety seat that meets federal safety standards. Under this law, a child cannot use a seat belt alone until they are age 8, or 4 feet 9 inches tall. It is recommended to keep a child in a booster based on their height rather than their age. (Check the instruction book or label of the child safety seat to be sure it is the right seat for your child's weight and height.)

Safety seats must be installed and used according to the manufacturer's instructions.

Child must be secured (buckled) in the safety seat.

Seat must be secured to the vehicle.

Infants (under 20 pounds and one year of age) must be in a rear-facing safety seat.

Law applies to all motor vehicles originally built with factory-installed seat belts.

Law applies to all seating positions — everybody, every seat, every time.

Driver is responsible.

Petty misdemeanor fine for violation is \$50 (may be waived if violator shows proof of obtaining a safety seat within 14 days).

Applies to both residents and non-residents of Minnesota.

Suspected non-use is a valid basis to stop a motor vehicle.

Exceptions to the law

Children riding in emergency medical vehicles, when medical needs make use of a restraint unreasonable.

Children riding in a motor vehicle for hire, including a taxi, airport limousine or bus, but excluding a rented, leased or borrowed motor vehicle.

Children riding with a peace officer on official duty, when a restraint is not available (a seat belt must be substituted).

Children certified by a licensed physician as having a medical, physical or mental disability that makes restraint use inadvisable.

Passengers in school buses.

Best Practices

When a child reaches age 4, if they still fit properly in their child car seat, keep using it until your child reaches the seat's upper limit for height and weight.

If your child is eight years old but shorter than 4'9", continue to use the booster seat.

Children under the age of 13 should sit in the back seat of a vehicle.

Put any loose objects in the trunk or secure them. In a crash, loose items can strike with great force and cause serious injury.