



Athletic Department Transportation Policy Template

This template establishes expectations and procedures for the safe transportation of student-athletes to and from practices, competitions, and team-related events. Schools may customize this template to align with district policies and state regulations.

Approved Transportation Methods

- School-provided buses
- School-owned or school-leased vehicles
- Chartered transportation services
- School-approved carpools organized through team families
- Athletes are expected to travel with the team unless prior arrangements are approved.

Travel Expectations

- Follow directions from coaches and staff
- Remain seated and wear seat belts when available
- Demonstrate respectful and responsible behavior
- Follow all school conduct and safety expectations

Returning Home from Athletic Events

- Student-athletes are expected to return with the team after away contests.
- Parents may request alternative transportation in writing prior to the event.
- Students may only leave with a parent/guardian or approved adult.

Student Driving Policy

- Student-athletes are generally not permitted to drive themselves or teammates to athletic events.
- If permitted by school policy, written parent permission is required.
- The school assumes no liability for student-driven transportation.

Parent Transportation Requests

- Requests must be submitted in writing prior to the event.
- Requests must be approved by the coach or athletic director.
- Students must leave with their parent/guardian or approved adult.

Coach Responsibilities

- Supervise student-athletes during travel
- Conduct attendance checks before departure and return
- Ensure athletes board correct transportation
- Report travel incidents to the athletic director



Safety and Emergency Procedure

- Follow the school's Emergency Action Plan during travel incidents
- Contact emergency services if needed
- Notify the athletic director immediately
- Communicate with parents after ensuring student safety

School Customization Section

School Name: _____

Athletic Director: _____

District Transportation Policy Reference: _____

Policy Approved Date: _____