

Policy 3.014. Use of Personnel Vehicles to Transport Students

CES employees are forbidden to utilize employee-owned vehicles for the purpose of transporting students. In case of an emergency, the Director of Transportation or his designee should be contacted. A CES vehicle will be dispatched to the appropriate location.

If CES employees choose to ignore this policy and transport students in their own vehicle, in the event of an accident, their personal motor vehicle insurance will be considered the primary coverage.

Under unusual circumstances when the procedures above cannot be implemented, the Executive Director may grant permission for transporting students in an employee owned vehicle.

ADOPTED: December 13, 1990

REVISED: June 1, 2000