

DUFFERIN-PEEL CATHOLIC DISTRICT SCHOOL BOARD

BOARD POLICY / REGULATIONS

Board Policy Number: 8.00
Subject: **Vans/Busettes For Secondary Schools**
Effective Date: (518) October 6, 1987; Revised (263) April 27, 2004;
Revised (132) April 22, 2008

The Dufferin-Peel Catholic District School Board allow secondary schools to operate vans or busettes to facilitate curricular and co-curricular activities, with some restrictions, as detailed in General Administrative Procedures 801.00, Out-of-School Programs, specifically Part E, Section 24.00, as amended (March 31, 2008).

REGULATIONS

8.00 **Vans/Busettes or Secondary School**

Secondary school Principals, or designate, must ensure that Provincial Traffic Act regulations are followed with regard to the operation and maintenance of school vehicles. Proper documentation must be carried in the vehicle for registration, insurance, and accident reporting.

On an annual basis, secondary school Principals will ensure that only those with a valid class "E" Driver's License are permitted to drive Board/School-owned vans/busettes (24 passengers or less), regardless of how many passengers and/or how many seats may be in the vehicle at the time. In addition, the Principal, on an annual basis, will review this policy and accompanying regulations with all staff involved with transporting students, using Board/School-owned vehicles (vans and/or busettes).

Schools must seek permission from their family Superintendent, in writing, to operate vehicles for such a purpose

The acquisition of all school vehicles shall be coordinated by the board's Purchasing Department in the most cost effective manner.

As soon as acquired, Purchasing Department staff must ensure that Risk Management and Insurance staff are notified for insurance coverage purposes.

All related costs (i.e. acquisition costs, repair, insurance, etc) shall be charged to the appropriate school's board operating budget