

Weakley County Board of Education



Monitoring:	Descriptor Term: Private Vehicles	Descriptor Code: 3.404	Issued Date: 09/06/2018
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2 The Board recognizes that certain employees may need to use their private vehicles for school
3 purposes. With the use of private vehicles, the following policy shall be observed:
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- 5 1. To use a private vehicle for school purposes, the employee must have the written
6 permission of the director of schools or his designee and proof of vehicle liability
7 insurance coverage.¹
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 - 9 2. The school system shall assume no responsibility for liability in case of accident, unless
10 the employee has the proper authorization described above.
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 - 12 3. The Board specifically forbids any employee to transport students for school purposes
13 without prior authorization by the director of schools or his/her designee.
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 - 15 4. No student shall be sent on errands, personal or school-related, in a vehicle owned by the
16 student, an employee, or the school system without prior parental permission. A signed
17 parental permission form will be on file in the principal's office. The principal will also
18 call parents for approval before allowing a student to leave school on the day of the trip.
19 In the event that the principal is unable to contact the parents, the student will not be
20 allowed to go.
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 - 22 5. No employee may ask for or give permission to students to transport other students to and
23 from any school or school-related activity without written parental permission and proof
24 of student insurance.
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- 26 The Board recognizes that volunteer parent drivers are often needed to use their private vehicles
27 for school purposes. The volunteer parent drivers who use a private vehicle must provide proof
28 of vehicle liability insurance coverage.

Legal Reference:

¹ TCA 29-20-403(b)(4); OP Tennessee Atty. Gen. 04-136 (August 24, 2004)