



HEARTLAND LAKES COMMUNITY SCHOOL EXISTS TO EMPOWER SCHOLARS TO:
 BRAVELY LIVE THEIR TRUTH,
 TO BECOME WISE STEWARDS OF THE LAND AND RESOURCES
 AND TO IGNITE LASTING CURIOSITY THAT LEADS TO POSITIVE CHANGE IN THEIR SCHOOL, THEIR COMMUNITIES, AND THEMSELVES.

Policy 611 Personnel/Volunteer Driver's

Adoption:	October 28, 2024
Revision History	
Last Board Review: October 28, 2024	
Next Board Review: October 2025	
Review Frequency: Annually (per Policy 208)	

I. PURPOSE

The purpose of this policy is to ensure student and staff/volunteer safety while on field work and extracurricular activities, as they relate to Heartland Lakes Community School.

II. GENERAL STATEMENT OF POLICY

On occasion, we recognize the need to transport a small number of children to off-site 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.** Drivers must submit a copy of their auto insurance to the Director prior to driving.
- C.** Drivers must provide a copy of their valid driver's license to the Director prior to driving.
- D.** An annual review of who is driving on school business must be done by Heartland Lakes Community 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.

III. STATUTE

- A. The statute 169.685 Seat Belt; Passenger Restraint System for Children must be followed.

Note: The applicability and enforceability of this policy 611 is 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.