

# Field Trip Transportation Regulation

## 1610-11 | Field Trip Transportation Regulation

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#### Winter Driving Considerations

The Province of BC provides that winter driving months are from October 1 to April 30. Some years the April 30 date has been extended into May.

For the purpose of this regulation, it is recommended that any trips going past Prudhomme Lake Provincial Park use professional drivers during the winter months.

#### Low Risk (Local) Field Trips

1. A class may walk together on a field trip when time allows and providing appropriate supervision is available, considering the age of the students.
2. Private vehicles may be used if the vehicles are in good working order, all passengers use seat belts (and booster seats when necessary), the designed seating capacity is not exceeded and there are no more than ten people in the vehicle, including the driver. Each volunteer driver should complete the Volunteer Driver Application Form (as per Regulation 1610-20). **Note:** Minimum Third Party Liability Insurance in the amount of \$2,000,000.00 is required.
3. Transportation by commercial bus is encouraged when funds are available.

#### Medium and High Risk (Out of Town) Field Trips

1. Commercial transportation (Bus, Train or Air) is recommended.
2. If the use of private vehicles is approved, the requirements for private vehicles set out in #2 for Low Risk Field Trips apply.
3. When students travel by different means as participants in the same event and a cost to students is involved, it is expected that the travel costs will be pooled and shared equitably among the participants.

#### Use of Electronic Devices

Supervisors must ensure that passengers are not using electronic devices in such a way as to distract the vehicle driver.

#### REFERENCES

- *Policy 1410 – District Code of Conduct Policy*
- *Policy 1610 – Field Trip Policy*
- *Regulation 1610 – Field Trip Approval and Permissions Regulation*
- *Regulation 1612 – Field Trip Supervision Regulation*

- ***Regulation 1613 – Field Trip Risk Management Regulation***
- ***Regulation 1614 – Field Trip – Unescorted Travel – Regulation***
- ***Regulation 1615 – Field Trip Budget Regulation***
- ***Form 1610-20 – Field Trip Approval Application Form***
- ***Form 1610-30 – Field Trip / Extracurricular Trip Consent Form***
- ***Form 1610-35 - Field Trip / Extracurricular Trip Information Form***
- ***Form 1610-40 – High Risk Activity Consent Form***
- ***3110-10 School Bus and Ferry Discipline***
- ***Regulation 5310 – Volunteers Regulation***
- ***Form 5310-20A – Volunteer Driver***