

The Westford School Committee (WSC) recognizes that safety is a primary concern in arranging transportation for student trips. School-provided or commercial transportation is the preferred mode of travel for all student trips; use of private vehicles for student trips is strongly discouraged. However, the WPS recognizes that in some circumstances travel by school-provided or commercial transportation may not be practical or possible. For these situations, the WPS authorizes the Superintendent or his/her designee to approve transportation by private vehicle. In the case of late night or overnight student travel, commercial motor coaches or school busses are the preferred method of transportation. Private vans or automobiles should generally be avoided. To ensure student safety:

- Added precautions should be taken when trips are scheduled between the hours of midnight and 6 a.m. Such precautions should include extra diligence in selecting the mode of transportation due to the increased risk of vehicular accidents during this time period.
- The district should ensure that the vendors who provide transportation services are licensed for passenger transportation by the Federal Motor Carrier Safety Administration (FMCSA). Drivers should be CORId in accordance with P4120. The district should not contract with any carrier that has an FMCSA safety rating of "conditional" or less than "satisfactory".
- If the district is unable to conduct their own in-depth reviews of bus carrier qualifications, it may elect to use ratings and pre-qualifications established by other public entities.
- The contract with the carrier should prohibit the use of a subcontractor unless sufficient notice is given to the district to allow verification of the subcontractor's qualifications.
- Trip itineraries must allow sufficient time for drivers to rest in conformity with federal hour-of-service requirements and common sense.
- Trip scheduling should take into account the likelihood of delays due to factors such as weather, traffic, stragglers, and other unanticipated factors.

Westford Public Schools Policy Reference:

P1303 Solicitation from and by Students
P5404 Student Field Trips
P4120 Criminal Offender Record Information (CORI)

Massachusetts General Law Reference:

M.G.L., Chapter 71, Section 37N, Policy for School-Sponsored Student Travel. M.G.L.
Chapter 346 of the Acts of 2002, An Act Relative to Safety of School Sponsored Travel

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WESTFORD PUBLIC SCHOOLS
Westford, Massachusetts 01886 Policy

