



<i>The Classical Academy</i>	<i>Policies and Procedures</i>
Policy Name:	Student & Staff Transportation
Policy Number:	EEA-TCA-E-1
Original Date:	1/30/2016
Last Reviewed:	10/6/2023
Category:	Support Services
Author:	Director of Academic Services
Cabinet Approval:	Director of Academic Services

INTRODUCTION

There are safety considerations regarding transportation of staff and students to academic, athletic, and other extracurricular activities in district vehicles, TCA vehicles, leased vehicles, rented vehicles, or by charter bus companies. It is important that The Classical Academy (TCA) minimize the potential for unsafe travel by our students, coaches, teachers and staff.

In order to assure the most appropriate and safe travel for students involved in these types of activities, TCA employees will adhere to the following:

- ❖ Whenever possible, TCA should try to obtain transportation in the following order of preference:
 1. TCA-owned vehicle
 2. District buses or contracted transportation
 3. TCA-leased or TCA-rented vehicle
 4. Privately owned vehicle
- ❖ Charter bus companies must adhere to the safety standards listed in 1 Colorado Code of Regulations 301-25 Colorado Minimum Standards Governing School Transportation Vehicles.
- ❖ School personnel and other adult drivers, who have gone through a TCA volunteer background check, may transport students in privately owned vehicles according to the rules listed in Policy EEA-TCA-E-2.
- ❖ TCA staff shall never arrange rides for students with other student drivers.

This policy replaces ASD20 EEA-E-1.

Cross References

EEBA-TCA Staff Member Vehicle Operations.
 EEA-TCA-E-2 Volunteer Drivers of Small Vehicles
 EEA-TCA-F-1 Volunteer Drivers of Small Vehicles Form
 IJOA-TCA Field Trip Policy
 IJOA-TCA-R Field Trip Procedures

Legal References

C.R.S. 22-32-110 (1)(k)
 C.R.S. 22-32-110 (1)(v)

C.R.S. 22-32-110 (1)(w)
C.R.S. 22-32-113
1 CCR 301-25

Policy Revision History

Date	Revision Details	Revised By
1/30/2016	Creation of Policy	Director of Academic Services
10/6/2023	Updated policy. Changed Policy EEA-E-TCA to EEA-TCA-E-1 to be consistent with other D20 and TCA policies.	Director of Academic Services