

Policy of the Lancaster Board of Education  
Support

**PRIVATE SCHOOL STUDENT EXTRACURRICULAR  
AND FIELD TRIP  
TRANSPORTATION POLICY**

Private schools within the Lancaster Community School District may be allowed to use school buses owned by the Lancaster Community School District for transportation of children enrolled in the private school to extracurricular events and field trips.

The private school must be recognized as a private school by having a State Certificate.

The private school must contact the District Administrator at least 10 days prior to date of said trips.

Assignment of drivers will also be the responsibility of the public school through their extra-curricular bus assignment coordinator.

The bus driver assigned to a trip for the private school will keep a record of the miles traveled and his or her own hours from the time the driver leaves home until arriving back at home.

The public school will bill the private school at the previous year's expense rate per mile plus the negotiated hourly rate or the current rate of pay, for the driver's time. (The rate per mile may be recomputed each year thereafter based on approved budgetary figures and current miles traveled.)

The private school will not be allowed to provide their own bus drivers because of Workman's Compensation Insurance Coverage, etc.

The private school will be charged for one hour of driver's time for any trip under 60 minutes in length.

Cross Reference: Bus Drivers Contract

Approved: December 8, 1982