

WASATCH COUNTY SCHOOL DISTRICT
ACTIVITY/ATHLETIC/FIELD TRIP TRANSPORTATION RULES

1. A minimum of one certificated advisor or coach and one other advisor or coach is required on all secondary school bus activity or athletic trips. A ratio of one chaperon to five students is recommended for elementary level activity trips, but at least two supervisors must be present on all trips. Roll call should be taken upon departure, to and from each destination.
2. Passengers must sit properly in their seats under the direction of their advisor or coach.
3. A request to consume food on the bus must be made on the transportation request form and be approved by the principal, in cooperation with the transportation department. Advisors are responsible to see that students leave the bus clean.
4. Student supervision is the direct responsibility of coaches and advisors. Bus drivers will not assist with supervision of students. Coaches and advisors should never leave students unattended on the bus. An adult should accompany any student sent to the bus for disciplinary purposes.
5. Requests to use the tape/stereo system in the bus must be made through the advisor or coach to the bus driver for reasons of safety. No other music will be played on radios, stereos or other sound equipment except those with private head phones.
6. At the termination of each activity or athletic trip, an activity and athletic trip evaluation form will be filled out and signed by at least one advisor and the bus driver, with one copy going to the bus driver, one copy going with the advisor and one copy to be filed with the transportation department.
7. Request to decorate buses for athletic and activity trips (not field trips) must be made through the transportation supervisor and the school principal. Approval will be given with consideration to safety and potential damage to the bus. The U.S. Department of Transportation will not allow the blocking of any driver's view window, any floating object, or permit anything to hang from the exterior of the bus. The recommendation is that the bottom half of the side windows, starting four back, and the interior of the bus can be decorated. Scotch tape rather than masking tape should be used. Use of tape on painted metal surfaces should be avoided as the tape pulls the paint off in its removal. Magnetic strips for signs are recommended.
8. Unless otherwise arranged in advance with the transportation department and Principal, the bus will remain at the location of the activity through its completion.
9. The driver and trip supervisor(s) should exchange cell phone numbers before the group leaves the bus.
10. The Bureau of Motor Carriers limits drivers to no more than 60 hours of driving per week and allows a driver to drive no more than 10 hours in a 15 hour period without 8 hours of continuous off-duty rest. In the interest of safety, drivers on long trips may rest when they deem it necessary.