

**POLICY NO. 4061**  
**Adopted: 2-12-97**  
**Revised: 7-11-07**

**DRIVER TRAINING AND RESPONSIBILITY**  
**Type 2 - School Activities Driver (Nonschool Bus Driver)**

**POLICY:**

Any district employee, other than a bus driver, who transports students for school activities in a district or private vehicle must have a Type 2 School Activities Driver's Authorization issued by the Superintendent and a valid driver's license issued by the State of Washington Department of Licensing. Holders of Type 2 authorizations may only operate vehicles with seating capacity of ten (10) or less and may not drive students on scheduled routes between home and school.

Prior to the issuance of a Type 2 permit, the following items must be completed and on file in the Superintendent's Office:

- (1) The driver's record abstract of any employee driving students in nonbus vehicles.
- (2) A first aid card of all such drivers.
- (3) A transportation safety course for all such drivers.

Prior authorization is not necessary for persons transporting students in an emergency affecting health and/or safety.

Drivers will be disqualified for the following:

- (1) Suspended or revoked license in the last five years.
- (2) Three or more speeding tickets in excess of ten miles per hour over the posted speed limit within the last five years.
- (3) Driver has been convicted or undergone a deferred prosecution for any misdemeanor, gross misdemeanor, or felony that is related to the duty of driving students.
- (4) Any offenses including, but not limited to, those listed in WAC 392-144-103.

Employees are responsible for reporting any potential disqualifying offenses within twenty (20) calendar days in writing to their employer of any filing of

criminal charge involving conduct not meeting the standards in WAC 392-144-140.

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**PROCEDURES:**

Each district employee interested in receiving Type 2 School Activities Driver's Authorization is responsible for having a valid driver's license issued by the State of Washington Department of Licensing. In addition, the employee must:

- (1) Secure from the school office a Driver's Abstract Request Form, complete, and forward the form to the Supervisor of the Transportation Co-op. That department will send the form to the Department of Licensing for processing.
- (2) Possess or earn a current first aid card. Classes will be offered periodically at the Transportation Co-op.
- (3) Make an appointment with the Transportation Co-op to view the Driver Performance Video, participate in a 45-minute classroom defensive driving program, and answer the related questions on site.

Upon receipt by the Transportation Co-op Supervisor of a driver's record abstract consistent with the standards set forth in Policy No. 4061, a valid first aid card, and satisfactory written responses to the transportation safety course questions, a Type 2 permit will be issued by the Transportation Co-op Supervisor.