

Administrative Regulation

Student Transportation for Extra-Curricular and Co-Curricular Activities, Guidelines for

The following guidelines for student transportation pertain to all extra-curricular and co-curricular activities.

- A. Participants in scheduled athletic and other school-approved activities may meet at any Garden Grove Unified School District designated facility directly from home but must be transported for participation at any other location in district-approved transportation.

Note: Participants may not transport other participants to extra-curricular and co-curricular activities.

- B. Off-campus athletic functions must be held within a 25-mile radius of the respective school unless approval is granted by the administrator for secondary education. CIF playoffs are excepted.
1. The limitation on athletic trips will be a 25-mile radius from the home site.
 2. Students will not remain overnight except when deemed necessary at an approved function and upon approval of the Board.
 3. Student attendance shall be voluntary.
 4. The transportation of participants must be in accordance with district transportation policies and regulations. District Form 9802.95 is to be used in requesting prior approval from the Board.
- C. Attendance beyond a 50-mile radius may be permitted at any conference or regional, state, or national event approved by the Board, e.g., an area speech award winner is to be permitted to travel to the regional or state contest.
- D. No car caravans are permitted.

E. Athletic Events

1. Booster buses will be provided only if chartered by the student body. Students will ride in school-provided transportation to and from athletic events.
2. If the student has gone home first, he/she may report to a Garden Grove Unified School District designated facility directly from home.
3. If a private automobile must be used by a district employee or parent/guardian, he/she may transport no more students than the number of seat belts in the automobile (maximum of six). Paperwork must be submitted to the school and approved by the principal prior to the time the trip is taken.
4. High Schools
 - a. A shuttle transportation system will be utilized for contests within the Garden Grove League.
 - b. League schools will make regular transportation requests for non-league pre-season and post-season contests.
 - c. The certificated athletic transportation coordinator will fill out shuttle requests and submit copies to each school involved.
 - d. There must be strict adherence to initial pick-up time. Shuttle will not be effective if there are delays in transportation.
 - e. Cancellation of a portion of shuttle trip is the responsibility of traveling school. This school is to cancel only portion of shuttle affected.
 - f. Trip ticket charges for scheduled events will be divided equally among shuttle schools.
 - g. Problems or concerns are to be referred to the transportation coordinator. The designated principal will act to resolve conflicts or disputes.

- h. Principals are to submit all transportation requests by September 1.
- i. Principals are to review transportation accounts at the end of the fall and winter season of sports and at the beginning of the spring season of sports.

F. General Requests

- 1. Bus requests must be submitted to transportation 10 days prior to the need. CIF playoffs are excepted.
- 2. Transportation requests are necessary for all trips, including the use of authorized private vehicles. Requests to authorize private vehicles will be handled at the school site.
- 3. Transportation regulations pertain to all activities in which any student represents a school of the district.

G. Work Experience

Students, upon release from school to earn voluntary work experience credits, are considered to have completed their regular school day. They are not considered to be in transit to a school; rather, they are released to go home and are, therefore, legally remanded to the custody of their parents and/or guardian.