



# Huntington Beach Union High School District Board Policies and Administrative Regulations

AR 3541.1  
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## Business and Non-Instructional Operations

### Bus Transportation Other Than District School Buses

#### 1. Purpose and Scope

To establish rules relative to the transportation of students on field or athletic trips when buses or vehicles other than district school buses will be used.

- a. Ensure optimum safety and welfare of the students
- b. Reduce liability of the district
- c. Ensure compliance with State and Federal regulations regarding pupil transportation laws.

#### 2. Regulations

##### A. Passenger Vans

Eight (8), nine (9) or ten (10) passenger vans may be used for transporting students on school activities but the number of passengers transported may not exceed the manufacturer's specifications. Students or passengers may not ride on the floors or storage areas.

School buses must be used when transporting more than ten (10) passengers including the driver. Larger vans may not be used without violating pupil transportation laws.

Bus Transportation Other Than District School Buses Cont'd

EXCEPTION: TWO OR MORE STUDENTS IN WHEELCHAIRS  
MUST BE TRANSPORTED IN A SCHOOL BUS.

B. Bus Transportation by Charter Companies, Outside Districts or Agencies

All bus transportation must be ordered or coordinated through the District Transportation Department to ensure compliance with district policies and state laws.

1. Teachers, staff, students or VIPs may not order buses from outside agencies, districts or charter companies.
2. Travel companies, ski clubs, community colleges, other school districts, TV studios or any outside agencies may not transport students from the district unless approved by the Transportation Department prior to the trip.

(California Vehicle Code, Section 545)

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