

NAPA COUNTY OFFICE OF EDUCATION
STUDENT ALTERNATE TRANSPORTATION FORM

Students participating in off-campus NCOE-sponsored activities, including, but not limited to, practices, games, meetings, competitions, and conferences (“Events”), are required to travel on school buses or by other NCOE-designated methods of transportation. Under special circumstances, with the NCOE’s prior written approval, Students may be transported to and from Events (a) by a parent/guardian or other designated adult, or (b) by himself/herself. Under no circumstances may Students be transported in a vehicle driven by another student or anyone under 21 years of age.

Before the NCOE grants a request for alternate transportation, this Student Alternate Transportation Form must be submitted to the Deputy Superintendent’s Office after it has been signed by the Student, the Student’s parent/legal guardian, and the NCOE employee supervising the Event. Before the Student Alternate Transportation Form will be accepted and approved by the Deputy Superintendent’s Office, the individual who will transport the Student must also complete and file with the Deputy Superintendent’s Office an acceptable (a) Personal Automobile Use Form (for parents/ guardians/designated adults) or (b) Student Personal Automobile Use Form (if the Student intends to drive himself/herself to Events).

If the required Forms are not submitted to and accepted by the Deputy Superintendent’s Office 48-hours before an Event, the Student must be transported to and from the Event through normal NCOE-sponsored methods. A Student not complying with these provisions will not be allowed to attend or participate in the Event.

Name of Student:	
Event(s): Each approved Event or series of Events must be listed:	
Date(s):	
Reason for Request:	
Name of Designated Driver(s): Student and/or Designated Adult(s)	

I/we agree that the designated drivers and vehicles to be used are not covered under the NCOE’s automobile liability coverage. The Student, his/her parent(s)/guardian(s), and/or the driver of the vehicle are solely responsible for damage or injury to others. I/we also agree that the Student and anyone else in the vehicle assume their own risk of harm, injury or death arising from this choice for alternate transportation. The Student, his/her parent(s)/legal guardian(s), and/or the vehicle driver further agree to hold the NCOE and its officers, employees and volunteers free from any liability arising from this alternate transportation, agreeing also to defend and indemnify them against any resulting claim.

Printed Name of Student	Signature	Date
Printed Name of Parent/Guardian	Signature	Date
Printed Name of Supervising Employee	Signature	Date
Date Received by NCOE: _____	Received by: _____	