



ATHLETICS

Transportation Standard Operating Procedures

Transportation will be provided to student-athletes to and from away contests utilizing Bus and/ or Van services. It is expected that student-athletes travel to and from contest locations with their teams.

In the event that a team member is unable to travel to and from a contest location with their team, the following procedures are required:

- Parent/ Guardian signed and completed transportation waiver form. The form is located online at [Transportation Waiver Form](#).
- A completed transportation waiver form MUST be provided to the Athletic Administrative Assistant and the Head Coach, 48 hours prior to the contest date. Forms with signatures can be scanned and emailed.

The following are NOT permitted:

- Student-athletes are not permitted to drive themselves.
- Student-athletes are not permitted to ride to or from a competition site with another student.

If an unexpected emergency or unavoidable circumstance requires transporting a student-athlete to or from the contest site.

- The Head Coach and/ or Athletic Department must have verbal confirmation from a parent/ guardian regarding the circumstances to support appropriate travel needs and/ or release of the student-athlete from a contest site.
- If the parent/ guardian is not the responsible adult transporting the student-athlete, the Head Coach must have the information provided by the parent/ guardian.
- Upon arrival and/ or departure from the competition site, verbal and/ or visible acknowledgement between the Head Coach and responsible adult, parent/ guardian must be made.

Only under special circumstances, requiring notification and approval by High School administration will considerations be made to guidelines above.