

WALLINGFORD- SWARTHMORE SCHOOL DISTRICT

SECTION: EMPLOYEES

TITLE: DRIVING HISTORY RECORDS

ADOPTED: April 27, 2015

REVISED:

<p>1. Authority SC 510</p> <p>2. Guidelines</p>	<p style="text-align: center;">360. DRIVING HISTORY RECORDS</p> <p>It is the policy of the Board that no employee shall be permitted to operate a motor vehicle in the course of his/her employment or service to the district unless s/he has a valid driver's license, a satisfactory driving history record, and has been granted permission to do so under the provisions of Board policy.</p> <p>The district shall verify that every person who may operate a motor vehicle in the course of his/her employment or service to the district has a valid driver's license and a satisfactory driving history record. Such verification shall be completed as follows:</p> <ol style="list-style-type: none">1. Prior to being permitted to operate a motor vehicle in the course of his/her employment or service to the district, the driver shall furnish to the Superintendent or designee a photocopy of his/her driver's license and a written statement that s/he would not be prohibited from operating a motor vehicle in the course of his/her employment under the provisions of this policy.2. For every person who is permitted to operate a motor vehicle in the course of his/her employment or service to the district, the Superintendent or designee shall verify that the driver has a valid driver's license and a satisfactory driving history record. Such verification shall be made utilizing PennDot's Online Driver History Service (or through other means established by the Superintendent), within thirty (30) days after the person is granted permission to operate a motor vehicle in the course of his/her employment or service to the district, and for as long as the person is permitted to operate a motor vehicle during the course of his/her employment or service to the district. <p>The district shall maintain the confidentiality of any driving history record which, if disclosed, would constitute an invasion of the person's privacy, unless the person who is the subject of the driving history record consents to disclosure of the driving history record.</p>
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<p>3. Delegation of Responsibility</p>	<p>For the purposes of this policy, a person shall be deemed not to have a satisfactory driving history record for two (2) years following:</p> <ol style="list-style-type: none">1. His/Her being convicted of three (3) or more offenses involving the use or operation of a motor vehicle (excluding parking tickets) in any twelve-month period.2. His/Her right or privilege to operate a motor vehicle being suspended or revoked for any reason in Pennsylvania. <p>Any person whose driver's license is suspended, revoked, or cancelled, or who commits any offense which results in his/her not having a satisfactory driving history record, shall immediately inform the Superintendent in writing.</p> <p>Any person convicted for any traffic violation (except parking) must notify the Superintendent within thirty (30) days. This is true no matter what type of vehicle the person was driving at the time of the violation.</p> <p>The Superintendent or designee shall develop any other administrative procedures necessary to implement this policy.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 510</p>
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