**Section 830.120 Use of Motor Vehicles by Students**

a) Unless the vehicle is needed to transport the student to and from the State School or to meet some justifiable short-term need, students at a State School are not authorized to have or use personal motor vehicles while under the responsibility of the State School. Justifiable short-term needs could include:

1) a potential emergency situation at home, making it desirable for the student to return home on short notice.

2) bringing the vehicle to the State School to repair it in one of the State School's vocational classes as an educational project.

b) Authorization for students to have or use personal vehicles while under the responsibility of the State School can be approved only by the superintendent. In order for a request for such an authorization to be considered, it must be submitted in writing to the superintendent's office and include:

1) the reason(s) the student needs to have or use the vehicle;

2) the length of time the student will need it;

3) the student's driver's license number;

4) the name of the company, the policy number and the amount of insurance coverage in effect on the student/vehicle;

5) the name of the person who owns the vehicle; and

6) the parents' signed consent if the student is under 18 years of age or the parents are legally responsible for the vehicle or the insurance on it.

c) All approved authorizations are subject to the following stipulations. The vehicle shall:

1) be used only for purposes (needs) specified in the request as approved by the superintendent;

2) not be used on school days between the hours of 8:00 a.m. and 3:15 p.m. except in emergencies;

3) not be used to transport other students without the specific written consent of those students' parents;

4) not be used as a meeting place to visit; and

5) while on campus and not in use, be parked in the prescribed location and be locked.

d) Any claims for damages to or by the vehicle shall be the responsibility of the student, the parent/guardian, the insurance company or some source other than the State School.

e) Unless prior arrangements are made and approved by the superintendent, if any vehicle is left on the State School grounds 60 days after the last day of the school year and if the owner fails to respond within 10 days to a registered letter from the superintendent, the vehicle shall be declared abandoned.

(Source: Amended at 23 Ill. Reg. 10220, effective August 10, 1999)