



BOYS & GIRLS CLUBS
OF RED RIVER VALLEY OKLAHOMA

Transportation Policy



The Boys & Girls Clubs of Red River Valley Oklahoma (BGCRRVOK) is committed to providing a safe environment and enforces the following transportation policy for members, staff, volunteers, and other adults.

The Club only provides transportation to and from the Clubhouse and various approved off-site locations. The Club only transports youth in Club vehicles approved by club leadership.

Staff shall not:

- Transport Club members in personal vehicles.
- Transport one member at a time.
- Use electronic devices such as cell phones, PDA's, or other communication devices while transporting members to and from the Clubhouse or Club related activities, except to report emergencies.

Staff shall:

- Only transport members in official Club vehicles.
- Ensure at least three individuals are present when transporting members.
- Abide by the one-on-one policy when transporting members.
- Keep an updated list of all youth who are transported to and from the Clubhouse and Club related activities.

GREAT FUTURES START **HERE.**



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Drivers shall:

- Keep a log of all youth who are picked-up and dropped off.
- Perform regular checks to ensure all members are picked-up and dropped off at the appropriate times and locations.
- Immediately notify Club leadership if there is a delay or issue with transporting members to and from the Clubhouse or Club related activities.
- Submit written reports detailing issues or incidents involving transporting members to and from the Clubhouse or Club related activities.

Signature

Date

Witness

Date