

## **INSTRUCTION**

### Traffic Safety Education

**POLICY:** A student must have a valid driver's permit and fee receipt prior to entry to a driver's education class. (Students needing glasses must also have the glasses prior to entry.

**RATIONALE:** The Traffic Safety Education program is performance based; students study book and paper work which is integrally related to driving activities. The paper work must be finished before the driving occurs. It is important to keep these experiences closely related. A student who enters without the proper fee receipt and driver's permit cannot take part in the full driving experiences in class and immediately becomes too delayed for the written study of driving.

A maximum of one week (which corresponds to the one week limit on returning of fees) is established for those students transferring late into class who are not prepared with driver's permit and fee receipt.

### FEES

**POLICY:** Each student will be required to pay the established fee at the time of enrollment. Students who fail to complete the course and must take the course again will pay the full amount of the original fee.

**RATIONALE:** Due to pressures of finance, with the Traffic Safety Education program a self-supporting course of instruction through pupil fees and state funds, it has been necessary to increase the TSE fee from time to time. Those students who have made sincere effort to complete the course but who have had difficulty will be assisted by the school district with a repeat fee equal to half the amount of the original fee. The fee shall be collected from each student prior to or on the first day of attendance by the student in the course.

Further stipulations as to the collection of fees shall be:

**REFUNDS:** The fee shall be refunded to a student who withdraws and has attended less than 10% of the TSE program's scheduled course. The fee shall not be refunded to a student who withdraws after attending 10% or more of the scheduled course. Upon re-enrolling, the student shall be required to pay another fee.

Upon proof of enrollment at another school, the fee shall be refunded to the student who transfers and has attended less than 50% of the TSE program scheduled course.

**EXCEPTIONS TO FEE COLLECTIONS:** No fee shall be charged to a student who transfers into the district from another Washington School and enrolled in the TSE course as soon as the course is available when the student has attended more than 50% of the TSE course at the school from which the student has transferred (in this case, the Kennewick School District is simply completing the student).

### **Criteria for Students Entering Driver's Education**

Each semester during the school year the following guideline is followed in selecting students for Drivers training:

1. All seniors and juniors are given priority.
2. The remaining class slots are filled with sophomores giving priority according to birth date.
3. The sophomores not making the initial cutoff are put on a waiting list by birthdate and contacted if an opening occurs.
4. At all times special requests, such as a family emergency, are considered, and if the case warrants it, these students are given top priority.

### **Criteria for Students Entering Driver's Education Summer School**

Students who are eligible for traffic safety education, coming with permits and fees, are accepted into the summer school program on a first come, first served basis. This applies to students who are in-district or out-of-district; no distinction is made as to place of residence.