



Rhode Island Department of Human Services

All Providers: Transportation Policy & Permission Slip

Revised 1/2023

_____ provides transportation for children for children before and after school and field trips when offered. As such, the center is required to adhere to State law and the Rules and Regulations of the RI Registry of Motor Vehicles and comply with State Regulations for vehicles that transport children, including registration, inspections, and insurance. All individuals who provide transportation of children must hold a valid RI Chauffeur's license or equivalent from another state and have a completed comprehensive background check on file. All vehicles used to transport children contain a fire extinguisher, first aid kit, emergency airway and bodily fluid spill kits, and are equipped with audible door and back-up alarms.

When transporting children, a face-to-name attendance check will be done when entering and departing the vehicle and attendance and emergency information for each child will be available in the vehicle during transportation. During transport, children will be properly secured in the appropriate safety restraint or car seat for their age. Children will never be left alone in the vehicle and appropriate child-staff ratio will always be maintained.

I, _____, give permission for _____
Name of Parent *Name of Child*

to be transported to/ from _____
Name of School

by childcare staff at _____
Name of Center/Family Child Care

Please provide any information related to transportation:

Signature of Parent/Guardian: _____

Name of Parent/Guardian: _____

Date: _____

***Permission to transport is valid for one (1) year from date signed. Programs must maintain this documentation on-site for Department staff to review, if requested, for a minimum of three (3) years.**