

### **School Bus Scheduling and Routing**

The District's Transportation program will follow the guidelines below in establishing bus schedules and routes:

1. Bus routes will be approved by the Board no later than October for initial approval and no later than June for final modifications made during the school year.
2. Bus routes will follow the most direct roads practicable for bus travel to serve those students entitled to transportation service. Where an alternate route may be selected without sacrifice of efficiency or economy, preference will be given to that route serving the largest number of students more directly
3. Routes will be designed to eliminate as many turn-around points as possible and to employ as nearly as practicable the full carrying capacity for each bus trip.
4. No bus will carry more passengers than its rated capacity. New routes will be established only when capacity of the existing routes has been reached or is imminent.
5. Authorized bus stops and curb to curb accommodations will be established at convenient intervals for students and in places where students may board and get off, cross roads, and await arrival of buses with the utmost safety permitted by bus accessibility and road conditions. The location of the students' residences, the age and grade of the students, the road conditions and the funds available will be considered when determining bus routes.
6. Students will ride their assigned bus, getting on and getting off at their regularly assigned stops unless a note from a parent or guardian authorizes a student to depart at other than the regular stop or to ride a bus other than the assigned bus. Notes will be subject to approval by the Superintendent or designee. In unusual or emergency situations, parents/guardians may request to have their child picked up or dropped off at a different spot by directly communicating to the superintendent or designee.

Date Implemented by the Superintendent: January 22, 2019



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Superintendent of Schools