

School Bus Scheduling and Routing

School bus routes will be planned and organized to ensure student safety and receive the maximum bus use efficiency.

- a. Student safety shall always be the major part of any route decision.
- b. Bus routing will be the responsibility of the transportation supervisor, or delegated representative, with the administrator's help as required.
- c. Anyone requesting a route change must be referred to the transportation supervisor or representative responsible.
- d. Route conditions will be reviewed routinely for possible upgrading of service.
- e. Routes will be planned to ensure the least possible amount of time elapsing from first pick-up to school, commensurate with economical efficiency.
- f. Bus routes shall traverse only those roads which are city, county, state or federal roads at the school district's discretion.
- g. Students living within one mile of school may be transported if deemed necessary for safety reasons.
- h. Secondary students eligible for bus transportation may be expected to walk up to one mile to a bus stop once the student is on city, county, state or federal roads. Elementary students may be expected to walk up to one-half mile to a bus stop.
- i. A seat space shall be provided for each student. Students must not stand.
- j. Students may be transferred directly from one bus to another while being transported to and from school as long as no safety hazard is involved.
- k. Where feasible, bus stops will be designated and students will be expected to gather at the assigned stop.
- l. Transportation of students for non-school group activities during regular school to home routes shall, in order to ensure adequate space, obtain prior approval from the transportation supervisor.
- m. Staff members and patrons may, with written administrative approval, use transportation routes if load conditions permit. A liability release must be signed prior to authorization.

END OF POLICY

Legal Reference(s):

ORS 332.405

OAR 581-053-0002