

SECTION: OPERATIONS

TITLE: TRANSPORTATION

ADOPTED: June 9, 2010

REVISED:

HANOVER AREA SCHOOL DISTRICT

810. TRANSPORTATION	
1. Purpose	Transportation for students shall be provided in accordance with law and Board policy.
2. Authority SC 1361, 1362 Title 22 Sec. 23.1, 23.2, 23.4	The Board shall contract for school bus services for transportation of students to and from school at regularly scheduled hours and for field trips and extracurricular activities.
SC 1362 Title 67 Sec. 447.1 et seq	The Board shall provide transportation for students living within the prescribed limits when walking conditions to the school are found to be hazardous by the Department of Transportation.
SC 1374 Title 22 Sec. 23.3 Pol. 103	The Board shall transport handicapped students without regard to distance or hazardous walking conditions.
SC 111 Title 22 Sec. 8.1 et seq 23 Pa. C.S.A. Sec. 6301 et seq	A school bus driver shall not be employed until s/he has complied with the mandatory background check requirements for criminal history and child abuse and the contractor has evaluated the results of that screening process.
35 P.S. Sec. 4601 et seq	The Board prohibits any diesel-powered motor vehicle weighing 10,001 pounds or more to idle for more than five (5) minutes in any continuous sixty-minute period while parked, loading or unloading, except as allowed by law.
Title 67 Sec. 212.101	The Board shall ensure that permanent signs, notifying drivers of the idling restrictions, are maintained on district property at locations where diesel-powered motor vehicles weighing 10,001 pounds or more load or unload. Signs shall also be posted at locations that provide fifteen (15) or more parking spaces for such diesel-powered motor vehicles.

810. TRANSPORTATION - Pg. 2

<p>3. Delegation of Responsibility</p>	<p>The school bus driver shall be responsible for the discipline of students while they are being transported.</p>
<p>Title 22 Sec. 23.4</p>	<p>The principal may suspend a student from bus transportation for disciplinary reasons, and the parents/guardians shall be responsible for the student's transportation.</p>
<p>Title 22 Sec. 23.4 Pol. 121</p>	<p>The Superintendent or designee shall be responsible to:</p> <ol style="list-style-type: none"> 1. Establish administrative regulations that specify the number of chaperones to accompany students in connection with school-related activities and field trips.
<p>Title 22 Sec. 23.4</p>	<ol style="list-style-type: none"> 2. Prepare a district map or schedule indicating each bus stop and bus route.
<p>Title 22 Sec. 23.1, 23.4</p>	<ol style="list-style-type: none"> 3. Maintain records and make required reports regarding school transportation.
<p>Title 22 Sec. 23.4</p>	<ol style="list-style-type: none"> 4. Distribute rules governing student conduct during transport; such rules shall be binding on all students transported by the district.
<p>SC 111</p>	<p><u>Reports Of Employee Crimes/Child Abuse</u></p> <p>District bus drivers and/or the district's transportation contract carriers shall be responsible to inform the district in writing at the beginning of each school year whether or not they or any of their employees:</p> <ol style="list-style-type: none"> 1. Have been charged, subsequent to approval as a district bus driver, with a criminal offense that would bar their employment as bus drivers or contracted service providers. 2. Were charged with a crime deemed serious under the criteria established by law. 3. Have been charged with or convicted of crimes that affect their suitability to have direct contact with students.
<p>Pol. 304</p>	<p>This responsibility is in addition to the requirement for clearances that must be presented to the district when an individual is initially hired by the district or the contract carriers.</p>

6. A time schedule for each route giving the time and place of all bus stops. Such schedule may be changed only in an emergency.
7. Each contractor is responsible for fulfilling his/her daily schedule. In the event the schedule is disrupted, the contractor shall make arrangements for the safe transportation of his/her load.

Bus Routes

A survey of all bus routes shall be conducted annually prior to the issuance of bus contracts.

The survey shall be used to determine bus routes and stops. Students shall be taken on and discharged only at designated stops.

Assignment To School Buses

All students who are transported to and from school by buses shall be assigned to buses by the Superintendent or designee.

Changing from one bus to another shall not be permitted unless reassignment is made by the Superintendent or designee.

Transportation - Work Exceptions

Students who have bona fide employment may request special permission for transportation on regularly established routes provided bus seating capacity will not be exceeded. Transportation may be removed at any time if the capacity is exceeded by regularly transported students.

Students requesting such permission shall present to the Coordinator of Transportation certification from the employer. The parent/guardian shall hold harmless the school district for transportation of said student.

Transportation - Other Exceptions

In the event a student needs to go to another relative's and/or student's home, the student may change buses only with a signed parental slip that is approved by the building principal. The student then would be given a slip to be handed to the bus driver on that day.

The Coordinator of Transportation shall determine any deviation from regular stops.

<p>SC 1361</p>	<p><u>Parochial/Private School Transportation</u></p> <p>Parochial/private school students shall be furnished transportation required by law to the nearest parochial/private school offering the equivalent grade, provided the distance requirements are met.</p> <p>The district will provide transportation for parochial/private school students who are not transported under regular and special school contracts to and from school as deemed necessary by the Coordinator of Transportation. Said transportation may be provided by the Luzerne County Transportation Authority at the established rate.</p>
<p>Pol. 805</p>	<p><u>Bus Drills</u></p> <p>The district shall conduct, on school grounds, two (2) emergency bus evacuation drills during the school year. The first drill to be conducted during the first week of the first school term and the second during the month of March and at such other times as the Superintendent may require.</p> <p>On or before April 10, the Superintendent shall certify to the Department of Education that emergency evacuation drills herein required have been held.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 111, 1331, 1361, 1362, 1365, 1366, 1374, 2541, 2542</p> <p>State Board of Education Regulations – 22 PA Code Sec. 8.1 et seq., 15.1 et seq., 23.1, 23.2, 23.3, 23.4, 23.6</p> <p>State Department of Transportation Regulations – 67 PA Code Sec. 212.101, 447.1 et seq.</p> <p>Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.</p> <p>Diesel-Powered Motor Vehicle Idling Act – 35 P.S. Sec. 4601 et seq.</p> <p>Transportation of Individuals with Disabilities, Title 49, Code of Federal Regulations – 49 CFR Part 37, Part 38</p> <p>Board Policy – 000, 103, 121, 304, 317, 805</p>