

School Bus Scheduling and Routing

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

1. Student safety shall always be the major part of any route decision.
2. Bus routing will be the responsibility of the transportation contractor and the superintendent.
3. Anyone requesting a route change must be referred to the transportation contractor or superintendent.
4. Route conditions will be reviewed routinely for possible upgrading of service.
5. Routes will be planned to ensure the least possible amount of time elapsing from first pick-up to school, commensurate with economical efficiency.
6. Bus routes shall traverse only those roads which are city, county, state or federal roads at the school district's discretion. The district and its contractor will not establish bus routes on private or public roads where maintenance is the responsibility of adjacent property owners. An exception may be made to this policy if it involves safety as the primary consideration for the students on the bus in providing a better turn-around. Written permission and a waiver of liability must be provided by all property owners responsible for maintenance of the road.
7. Students living within one mile of school may be transported for health or safety reasons.
8. 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 and elementary students may be expected to walk up to one-half mile.
9. A seat space shall be provided for each student. Students must not stand.
10. 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.
11. Where feasible, bus stops will be designated and students will be expected to gather at the assigned stop.
12. 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 contractor.

13. 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.

Kindergarten students may ride the school buses on the morning and evening runs, if parents so desire. It will be the responsibility of parents of kindergarten students to meet the buses at the established points on the main bus routes and to provide for transportation to and from school at the mid-day break for half-day sessions.

Special provisions for students with temporary or permanent handicaps will be made by the superintendent in cooperation with the parent, legal guardian or person in a parental relationship.

The superintendent will:

1. Annually review and assess school bus routes, stops and loading zones for safety, changing student population, and supervision of students;
2. Advise parents of any changes in transportation policy affecting their children as early as possible and be responsive to parents' calls for assistance in seeking alternatives to busing; and
3. Work with cities, the county and other appropriate governmental agencies on a continuing basis to inform them of transportation problems.

END OF POLICY

Legal Reference(s):

[ORS 332.405](#)

[OAR 581-053-0002](#)