

SCHOOL BUS SCHEDULING AND ROUTING POLICY

1.0 Philosophy

- 1.1 The Scarborough School Department accepts the responsibility of providing safe and efficient transportation to and from school for eligible students.
- 1.2 Parents are responsible for seeing that children get to their assigned bus stops and for providing appropriate supervision.
- 1.3 The Scarborough School Department recognizes that many children attend day care centers before and after school hours. It will be our practice to accommodate parents with respect to picking up and dropping students off at their day care whenever possible given the constraints of our transportation services.

2.0 Eligibility Guidelines

- 2.1 All K-5 students who live .25 miles from their school or beyond are eligible for school transportation services to and from a scheduled bus stop. K-5 students will not be required to walk more than .25 miles to a bus stop.
- 2.2 All 6-12 students who live .50 miles from their school or beyond are eligible for school transportation services to and from a scheduled bus stop. 6-12 students will not be required to walk more than .50 miles to a bus stop.

3.0 Bus Conditions

- 3.1 Students will be required to walk to a scheduled bus stop as determined annually by the Transportation Supervisor and Director of Business Operations.
- 3.2 The number of bus stops on each trip will be limited, enabling buses to make trips in a reasonable time.
- 3.3 Scheduled bus stops will be chosen with concern for the safety of children, State regulations, weather conditions, road and traffic conditions, and the number and age of students being transported for each run.
- 3.4 In order to accommodate day care needs, a student may be picked up and/or dropped off at a day care center if it is on a regularly scheduled bus route.

- 3.5 Day care pick up and drop off will be a substitute for home to school/school to home transportation services only. Students will be limited to only one day care arrangement which must be scheduled prior to the start of school. If a child must change day care facilities, requests may be approved by the Supervisor of Transportation. This will be allowed only if there is space available for the child on a bus and if it is on a scheduled bus route.
- 3.6 Transportation to or from other locations or non-school activities will be the responsibility of the parent.
- 3.7 Parents may request a review of a student's bus stop by the Transportation Supervisor. Requests will not constitute an automatic change in a student's bus stop.

4.0 Safety Guidelines

- 4.1 Walking distance and school bus stops will be modified where appropriate in order to insure safety:
- 4.2 Because Scarborough is a rapidly growing community, a safety panel will meet annually to review school bus stop locations and safety issues. The panel will be made up of the Transportation Supervisor, Director of Business Operations, two school bus drivers, two parents/citizens, and one building principal.

Legal Ref: Title 20-A MRSA §5401

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