

TRANSPORTATION OF STUDENTS

POLICY

The Board believes that transportation to and from school, per state law, is a service and should be conditioned upon budget limitations, the age of the students, the walking distance from home to school and the walking safety conditions which exist. Further, such transportation is contingent upon the cooperation and behavior of the student(s).

The Board further believes that field trips which enrich the program of education should be of reasonable length and should be conditioned upon budget limitations.

PROCEDURE

I. Eligibility For Transportation To And From School

- A. The superintendent or his/her delegate shall be responsible for the formulation of a transportation plan.
- B. Building principals shall be responsible for the identification of students eligible for transportation and issue appropriate identification.
- C. Bus drivers shall be responsible for admitting only those students with proper identification to their respective buses.

II. Student Behavior and Control

- A. When a teacher chaperon or bus aide is present, the teacher or bus aide shall be responsible for maintaining proper student behavior.
- B. When a teacher chaperon or bus aide is not present, the bus driver shall be responsible for maintaining proper student behavior.
- C. The principal and/or assigned teacher(s) shall be responsible for the supervision of children as they line up and board the bus at the various buildings.
- D. The teacher chaperon, bus aide, or bus driver will provide the building principal with a written report when, in his/her judgment, a student is or has been a serious behavior problem on the bus. Such cases of misbehavior will be handled as follows:
 1. First occurrence - the principal will be notified and the student counseled regarding proper behavior,
 2. Second occurrence - building principal will work with parents,
 3. Additional occurrences - may result in refusing the student admittance to the bus until such time as the principal and parents have resolved the problem. See Item E. for corrective action.
- E. If, on any occasion, the seriousness of the student's behavior should warrant it (where considerable danger to safety to other children is involved) the driver may inform the student that he/she will no longer be eligible for transportation until the matter is resolved between his/her parents and the principal and the driver so informed.

- F. In the event that a student becomes unruly, he/she is not to be removed from the bus at any place other than school or home stop.
- G. One of more faculty members, in addition to the bus driver, shall accompany students in each bus on all approved trips when school buses are used other than for the regular transportation of pupils to and from regular school sessions.

III. Approval of transportation for all school activities, other than to and from school

- A. Faculty sponsor shall make proper application to building principal(s).
- B. Building principal(s) shall approve or disapprove such applications based on:
 - 1. Time, date and distance of the trip,
 - 2. Necessity and value of the trip,
 - 3. Budgetary allowance set by the Business Office.
 - 4. Eating food on the bus will be determined by distance, duration of the trip, and special circumstances

IV. Field Trips

- A. If buses are available, the principal may approve field trips meaningful to the curriculum as interpreted by the principal and teacher.
- B. Buses may not be used for school picnics unless within the district.
- C. A nominal charge will be assessed students participating in field trips which occur on Saturday.
- D. No charge will be assessed for any field trip involving:
 - 1. Scheduled athletic events in which the students are participating,
 - 2. Approved band and choir events in which the students are performing
 - 3. Others approved by administration. Charges may be waived or taken from the booster fund in individual cases of hardship.

V. Students and Teachers As Drivers

- A. Student participants in field trips and extra-class activities shall be transported by bus (school or chartered) or other carriers approved by administration.
- B. Any teacher who wishes to transport students in a personal automobile must clear in advance with the building principal.
- C. Student shall not drive automobiles or other vehicles to functions which require their attendance.

Field Trips Adopted 05/11/67; Amended 10/03/68. Trans. Adopted 09/02/71; Combined Policy Adopted 08/19/76; Reviewed 04/21/94, 9/20/07