



Code: **EEAB**
Adopted: 12/17/03
Revised/Readopted: 7/09/08; 8/10/16

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 factor in any route decision.
2. Bus scheduling and routing will be the responsibility of the transportation supervisor, with oversight provided by the superintendent or designee.
3. Requests may be submitted on a department bus stop request form for route changes will be referred to the transportation supervisor for consideration.
4. Route conditions will be periodically reviewed for possible upgrading of service.
5. Routes will be planned to minimize the amount of time elapsing from first pick-up to school, commensurate with operating and economical efficiencies.
6. Unless required by federal or state law or administrative rule bus routes shall traverse only those paved roads that are regularly maintained by city, county, state or federal jurisdictions at the school district's discretion.
7. Elementary students living within one mile and secondary students within one and one half mile from school may be transported for health, safety and disability reasons when an approved supplement plan is on file.
8. Elementary students may be expected to walk one mile and secondary students up to one and one-half miles to a bus stop.
9. A seat space shall be provided for each student. Students must not stand.
10. Students may be transferred directly from one bus or bus route to another while in the process of being transported to and from school at the discretion of the district.
11. Bus stops will be designated and students will be expected to gather at the assigned stop.
12. Transportation of students who are not eligible for bus service or who desire to be transported on a bus other than their regular route, for nonschool activities during regular school to home routes, must obtain prior administrative approval.

END OF POLICY

Legal Reference(s):

[ORS 332.405](#)

[OAR 581-023-0040](#)

[OAR 581-053-0004](#)

[OAR 581-053-0031](#)

Cross Reference(s):

EEA - Student Transportation Services