

Silver Falls School District 4J

Code: **EEA/EEAB**

Adopted: 8/18/03

Revised/Readopted: 3/12/07; 5/14/07; 1/14/08;
12/08/08; 8/13/12; 4/08/13;
8/09/16; 12/11/17

Student Transportation Services

It is the intent of the district to provide safe transportation to and from school for those students who are eligible according to the policies established by the Board. Students are eligible for transportation under the provisions of and subject to this transportation policy, Oregon Revised Statutes and Oregon Administrative Rules. Transportation will be provided for homeless students to and from the school of origin¹ as required by the Every Student Succeeds Act (ESSA).

The district may use Type-10 School Activity Vehicles to transport students from home to school, school to home and from district-sponsored activities.

The district may also provide transportation using federal funds or through cooperative agreements with local victims assistance units for a student to attend a safe district school out of the student's attendance area for any student who is a victim of a violent criminal offense occurring in or on the grounds of the school the student attends or the student attends a school identified as persistently dangerous. If there are no other schools within the district a student may transfer to, the district may establish a cooperative agreement with other districts in the area for a transfer. Transportation for students who transfer for such purposes will be provided in accordance with the agreement.

Preschool students with disabilities who have transportation as a related service and children from birth to age three who are enrolled in an eligible program shall be provided home to school transportation.

Students attending any private, parochial or public charter school under the compulsory school attendance laws will, where the private, parochial or public charter school is along or near the bus route, be provided equally the riding privileges given to public school students.

School buses carrying students will be considered extensions of the school experience. All students using school transportation will abide by the code of conduct posted in each school bus or school activity vehicle. Violations of such code, as well as other conduct which is improper or which jeopardizes the safety of self or others, will be reported by the school bus, or vehicle driver, to the transportation supervisor. The transportation supervisor will, as soon as possible, inform the appropriate principal of such occurrence. Violators may be denied use of transportation for a period of time as deemed proper by the principal and transportation supervisor.

The school bus or vehicle driver will be responsible for the school bus or vehicle at all times from departure until return. The driver will not participate in any activities that might impair his/her driving abilities.

The district will comply with all state and federal laws and regulations pertaining to school bus transportation.

Walking Distance Radius

¹"Student of origin" means the school that the student attended when permanently housed or the school in which the student was last enrolled.

Students in grades K-8 are generally eligible for transportation to and from school if their legal residence is more than one mile from the school designated for attendance. Students in grades 9-12 are generally eligible for transportation to and from school if their legal residence is more than 1.5 miles from the school designated for attendance. Miles from school will be determined by the transportation supervisor in accordance with OAR 581-023-0040(1)(c).

Designated Transportation Boundaries

Because hazardous walking conditions, road directions and other geographical factors make the establishment of an exact walking radius impractical, the superintendent may establish designated transportation boundaries around the school.

In most cases, bus stops in areas with sidewalks shall be no closer than 1/2 mile apart. In rural areas, the bus shall stop no closer than every 1/2 mile. While these are general guidelines, the superintendent is authorized to designate each bus stop location after considering walking distance for students, dangerous intersections, roads without adequate walking space and other potentially hazardous conditions.

Bus Stops

Bus stops shall be assigned by the superintendent at specific locations outside the designated transportation boundaries. Such stops are to be in the safest possible locations in order to facilitate student safety.

In those instances where a bus is providing transportation for elementary and high school students, the needs of elementary students shall take priority in determining designated bus stops.

Buses will pick up and let off students only at designated bus stops. The superintendent may make exceptions for permanently or temporarily disabled students.

Students may board buses only at the assigned bus stop in order to ride to school and must get off their bus at the assigned bus stop after school.

Students who wish to get off buses at a place other than at school or their regular bus stop must have a written request from a parent, and signature of approval from the school office.

The bus driver shall collect approval slips, turning them in to the transportation office where they will be filed until the end of the school year.

Bus Routes

The district will provide school bus transportation along routes designated by the superintendent. Buses will not be operated on private roads and will only be operated on public roads that are regularly maintained in good condition. Any dead end road used for transportation must have a safe and adequate turnaround available.

Buses will maintain a fixed schedule, so far as weather and road conditions permit, and will not wait for students beyond the scheduled time of departure from a bus stop or school.

Loading or Unloading at School

Designated areas shall be established for buses to load and unload students at each school. These areas shall be signed and marked to exclude other vehicles during times of use.

Seating

A seat that fully supports each person and meets the minimum standards and specifications of law will be provided at all times. A person who weighs 40 pounds or less must be properly secured with a child safety system that meets the minimum standards and specifications established by the Department of Transportation under ORS 815.055. A person over 40 pounds or who has reached the upper weight limit for the forward-facing car seat must use a booster seat until he or she is four feet nine inches tall or age eight and the adult belt properly fits². A person who is taller than four feet nine inches or eight years of age or older must be properly secured with a safety belt or harness that meets the requirements under ORS 815.055. In accordance with ORS 811.210 and 811.215, vehicles in excess of 10,000 pounds used for student transportation are exempt from statutory requirements unless they have been equipped with lap belts. Vehicles in excess of 10,000 pounds that have been equipped with lap belts must meet child car seat requirements as set forth in law.

Transportation of Students with Special Needs

Permanently or temporarily disabled students who either receive transportation service as part of their Individual Education Program or are certified by a physician as needing special transportation for medical reasons, may be provided individual transportation services. Such service is to be approved by the superintendent or designee. Students who are provided special needs transportation will not arrive to class later or leave class earlier than the start and end of instructional time for the district's regular education program, unless determined as necessary by the individualized education program (IEP) Team to meet the individualized needs of a particular student with a disability. This approval will be for the duration of the need but will not extend beyond the current school year.

The building principal or designee and the director of special programs shall ensure transportation officials and drivers receive notification of students having special medical or behavioral protocols identified in student records.

Appropriate training related to specific protocols, including confidentiality requirements, will be provided to drivers.

Equipment Transportation

Skateboards, sports equipment not in a bag, or anything larger than that which can be safely held by the student will not be allowed on regular daily bus routes. No items will protrude into the aisles or the stepwell of the bus. Transporting items larger than those described is the responsibility of the students, their parents, or in case of field trips, the school.

²“Proper fit” means the lap belt of the safety belt or safety harness is positioned low across the thighs and the shoulder belt is positioned over the collarbone and away from the neck.

Field and Activity Trips

School buses may be used for district-approved field and activity trips in addition to regular daily school transportation. Buses needed for transportation to and from school will take precedence over buses for other purposes. Generally, the contractor will have adequate number of buses available for field and activity trips that occur during hours which overlap school transportation.

Request for field trip transportation must be submitted on a request form, approved by the school principal and sent to the superintendent or designee at least ten days in advance of the planned trip. The superintendent or designee shall review all transportation requests and forward approved requests to the contractor. Request shall include loading times, whether trip is reimbursable or non-reimbursable and all authorized stops approved by the superintendent.

Coaches, teachers or other chaperons authorized by the superintendent or designee will ride each bus on field and activity trips. Coaches, teachers and chaperons have the initial responsibility for student behavior on the bus during trips. The bus driver has the final authority and responsibility for the bus and passengers during transit. Chaperons will cooperate with the bus driver in handling any discipline necessary to maintain proper safety on the bus. Prior to departure, the bus driver will converse in a professional manner with the coaches, teacher and chaperons on the expected behavior of the passengers.

Misbehaving students shall not be left in the care of the bus driver during activities.

The bus driver shall designate where baggage and equipment shall be placed. It is the bus driver's responsibility to ensure that all items are secured so that they will not pose a hazard to passengers in the event of an accident or sudden stop.

The bus driver shall not make stops, except brief rest stops, unless such stops are authorized on the field trip request form or by the superintendent.

Contractor will notify the school principal if there is an unexpected delay in return time.

Inclement Weather

In the event of weather that might cause it to be unsafe to transport students to or from school, the contractor is responsible for recommending actions concerning transportation.

The superintendent shall choose the course of action best suited for the educational mission of the district and the safety of the students. The action will be communicated using available means such as radio, television, telephone and internet.

Snow Routes

Snow routes, which are specifically designated to be used in cases of inclement weather, shall be established for all school transportation routes where there is a history of unsafe driving conditions in bad weather. The superintendent shall approve the special snow routes and emergency bus stops to be used.

Publication

Prior to August 1, the contractor will submit to the superintendent route schedules and snow route schedules for school transportation. These schedules, plus a list of radio and television stations carrying school closing information, will be distributed to students and made available to the local media and placed on the district website.

END OF POLICY

Legal Reference(s):

[ORS 327.006](#)

[ORS 327.033](#)

[ORS 327.043](#)

[ORS 332.405](#)

[ORS 332.415](#)

[ORS 339.240](#) to -339.250

[ORS 343.155](#) to -343.246

[ORS 343.533](#)

[ORS 811.210](#)

[ORS 811.215](#)

[ORS 815.055](#)

[ORS 815.080](#)

[ORS 820.100](#) to -820.190

[OAR 581-021-0050](#) to -0075

[OAR 581-022-2345](#)

[OAR 581-023-0040](#)

[OAR 581-053-0002](#)

[OAR 581-053-0003](#)

[OAR 581-053-0004](#)

[OAR 581-053-0010](#)

[OAR 581-053-0031](#)

[OAR 581-053-0040](#)

[OAR 581-053-0053](#)

[OAR 581-053-0060](#)

[OAR 581-053-0070](#)

[OAR 581-053-0210](#)

[OAR 581-053-0220](#)

[OAR 581-053-0230](#)

[OAR 581-053-0240](#)

[OAR 735-102-0010](#)

Every Student Succeeds Act of 2015, 20 U.S.C. §§ 6315, 7912 (2015).

McKinney-Vento Homeless Assistance Act, 42 U.S.C. §§ 11431-11435 (2015).