

## Business/Non-Instructional Operations

### Transportation

#### Routes and Services

##### Definitions:

1. **"School transportation"** means the procedure, program, or fully effective and implemented plan by which a student is conveyed, at public expense, whether by use of publicly owned equipment or by contract to or from his/her residence or from the school in which he/she is enrolled by the Board.
2. **"Walking distance"** means the linear measure of a prescribed or authorized pedestrian route between the student's residence and his/her school from a point at the curb or edge of a public road or highway nearest the student's residence to the nearest allowable access of the school, or the bus pickup area; or the route from the point on the public thoroughfare nearest the residence to the school bus (or vehicle) or embarkation point (bus stop) established by the Board.
3. **"One mile walking distance"** means a reasonable measurement of a route to be traversed extending from the point of measurement at least 5,280 feet.
4. **"Grades Pre-K and K"** means respectively pre-kindergarten, or a school program for a preschool student under age five, and kindergarten, or a school program appropriate to a beginning student under age six.
5. **"Raised walk area"** means (1) a sidewalk or (2) a portion of the right of way at least three feet wide, usually parallel to the traffic lanes, which may be paved or unpaved, distinguished by some elevation above the street pavement level, and marked by curbing, drainage ditch, grass area, and fencing, apart from and independent of any white line safety markings along the street pavement.
6. **"Walking route"** means the most direct route which the child would normally be expected to travel between his/her residence and the school to which he/she is assigned by the Board.
7. **"Hazard"** means (1) inappropriate exposure to molestation which would be considered morally degrading or physically harmful, or (2) an unsafe thing or condition or a possible source of peril, danger, duress, or difficulty presenting a problem, the solution of which is beyond the ordinary capability of a child of a given age or attainment - including specifically the following:

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##### **Definitions:** (continued)

- A. A walking route along a street or road having an adjacent or paralleled raised walk area is a hazard where any of the following conditions exist along said walking route:
  - (i) Speed limits for motor vehicles are in excess of forty miles per hour and there are no pedestrian crossing lights or crossing guards or other safety provisions at points where students must cross said street or road in going to and from school;
  - (ii) The usual or frequent presence of any nuisance, such as open manholes or construction; snow plowed or piled on the raised walk area making such areas unusable; loading zones where delivery trucks are permitted to park in alleys; commercial entrances and exits where cars are crossing raised walk areas at speeds in excess of five (5) miles per hour, and the like, including such nuisance which is dangerous or attractive to normal children;
  - (iii) For students under age ten, or enrolled in grade K through 3, absence of pedestrian crossing light, or crossing guard where three or more streets intersect, and at a street crossing where there are no stop signs or crossing guards; and,
  - (iv) For students over age ten, or enrolled in grades 4 through 12, absence of a traffic light, or stop sign, or crossing guard at street crossings where three or more streets intersect and have an average traffic count which exceeds 120 vehicles per hour during the time that children are walking to and from school.
  
- B. Any street, road, or highway which has no sidewalks or raised walk areas shall be deemed unduly hazardous for students enrolled in grades K through 8, unless all the following conditions are met:
  - (i) There exists no line-of-site obstruction caused by a hill, curve, structure, out-cropping, land form, planting, snowbank, or other obscuring object or structure which may be safely negotiated by vehicles only at speeds under fifteen miles per hour.

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- (ii) The line-of-sight visibility together with posted speed limits permit vehicular braking/stopping distances in accordance with the Connecticut Drivers Manual.
  - (iii) Man-made hazards including attractive nuisances are absent.
  - (iv) The roadway available to vehicles, when plowed free of snow accumulation, has a minimum width of twenty (20) feet.
- C. Any walkway or path in an area adjacent to, and paralleled to railroad tracks shall be considered a hazard, unless suitable physical barriers along the walking routes are present and fixed between the tracks and the walking route (such as guard railings). Tracks that carry moving trains during hours that students are walking to or from school will be deemed hazardous unless the following conditions exist:
  - (i) A crossing guard is present; or,
  - (ii) An automatic control bar is present at crossings used by children under age ten, or a bar, or red flashing signal light is operational when the crossing is used for students over ten years of age.
- D. A lake, stream, culvert or waterway will be deemed a hazard in the absence of a fence or other suitable barrier fixed between the walking route and the water.
- E. Any street, road, walkway or path designed as a walking route for school students which passes through an area which has a history of aggressive acts or molestation resulting in actual or threatened physical harm, or moral degradation, during the hours when students ordinarily walk to and from school.
- F. A situation shall be considered hazardous wherein students under the age of twelve, or enrolled in a grade kindergarten through grade six, are required to walk to or from school or to or from a bus stop at any time prior to one-half hour before sunrise or after one-half hour after sunset.

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#### **Eligibility for School Transportation**

Students will be eligible for school transportation if one or more of the following criteria is present:

1. The walking distance for the student, either to school or to the nearest bus stop, is in excess of the guidelines established by the Board which shall not exceed the following maximum distances:
  - A. For students enrolled in grades K through 3, up to one half (.5) mile;
  - B. For students enrolled in the equivalent of grades 4 through 8, at middle schools or junior high school, up to one (1) mile; and,
  - C. For students enrolled in grades 9 through 12, up to two (2) miles.
2. The walking route does not exceed the limits set forth in subparagraph 1 above, but presents a hazard which the Board cannot reasonably eliminate or adequately abate.
3. The student is physically handicapped, or mentally retarded, or a preschool student.

Reasonable transportation or prescribed walking routes or the sum of both shall not exceed one hour each way from home to school or returning.

#### **Eligibility for Out-of-Town Transportation**

1. Any resident of the school district under twenty-one years of age is not a high school or vocational school graduate and who is attending a state vocational school shall be eligible for transportation.
2. A student who is placed by a Planning and Placement Team for special education reasons in either a public or private educational institution out-of-town shall be provided the necessary transportation.

### **Appeals**

Any parent, guardian, student at majority, or any agent or officer whose duty it is to compel the observance of the laws concerning attendance at school may appeal any administrative decision concerning school transportation in the following manner:

1. Discuss the matter with the principal of the school to which the student is assigned.

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#### **Appeals** (continued)

2. If no resolution is reached under (1) above, discuss the matter with the Coordinator of Transportation or designee.
3. If no resolution is reached under (2) above, discuss the matter with the Superintendent of Schools.

Any parent, guardian, student at majority, or officer whose duty it is to compel the observance of attendance laws who believes that the Superintendent, or his/her designee, is not furnishing school accommodations, by transportation or otherwise, to himself or herself or to his/her child in a manner consistent with the laws of the State of Connecticut or Board of Education policy or regulations may, in writing, request a hearing before the Board to show the Board the manner in which the Superintendent has allegedly failed to furnish such required accommodations.

The Board shall hold a hearing within ten (10) days following receipt of such request. The hearing before the Board will be in compliance with the provisions of Section 4-177 to 4-180 inclusive of the Connecticut General Statutes.

A stenographic record or tape recording shall be made of such hearing.

(cf. 3610 Routes and Services)

Legal Reference: 10-186 Duties of local and regional boards of education re: school attendance. Hearings. Appeals to state board. Establishment of hearing board.

10-187 Appeal from finding of hearing board.

10-220 Duties of boards of education.

10-220c Transportation of children over private roads. Immunity from liability.

10-221 Development of policy for reporting complaints re school transportation safety. Reporting of accidents at school bus stops.

## **Business/Non-Instructional Operations**

### **Transportation**

Legal Reference (continued)

10-273a et seq. Reimbursement for transportation to and from elementary and secondary schools.

10-280a Transportation for students in non-profit private schools outside school district.

10-281 Transportation for students in non-profit private schools within school district.

Chapter 248 Vehicle Highway Use.

14-275a Use of standard school bus required, when.

14-275b Transportation of handicapped students.

14-275c Regulations re school buses and motor vehicles used to transport special education students.

14-280 Letters and signals to be concealed when not used in transporting children. Signs on other vehicles.

Policy adopted: January 14, 2004

ANSONIA PUBLIC SCHOOLS  
Ansonia, Connecticut

**3541.341**

## **Business/Non-Instructional Operations**

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#### **Non-Public School Transportation**

The Ansonia Board of Education shall not provide transportation to students attending non-public elementary or secondary schools outside the City of Ansonia.

Legal Reference:        Connecticut General Statutes

10-280a Transportation for students in nonprofit private schools outside school district.

10-281 Transportation for students in non-profit private schools within school district.

Policy adopted:        January 14, 2004

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## **Business/Non-Instructional Operations**

### **Bus Driver Safety**

When a complaint is received from a bus driver concerning a discipline problem, the following procedure shall be utilized:

1. The administrator shall discuss the problem with the student. At that time a review of proper behavior will be discussed and a reminder given concerning the consequences of repeated acts.
2. Should a second complaint be made, the administrator will again discuss the situation with the student. At that time the parents will be notified of the problem and informed that continued misbehavior will result in a suspension of bus privileges.
3. A third complaint will result in a discussion with the administrator, notification of parents and suspension of bus privileges. Transportation during the period of suspension shall be the responsibility of the parents.

In cases where the offense is of such gravity as to endanger the safety and well being of other occupants of the bus, the above procedure may be disregarded and immediate suspension be invoked. In all cases due process procedures shall be followed as described in Policy 5114.

Information concerning this policy shall be given to students and parents early in each school year.

(cf. 5114 - Suspension/Expulsion)

(cf. 5131.1 - Bus Conduct)

## **Business/Non-Instructional Operations**

### **Records and Reports**

#### **Transportation Complaints**

All complaints concerning school transportation safety shall be made to the Transportation Coordinator. The Transportation Coordinator shall maintain a written record of all such complaints, and shall conduct appropriate investigations of the allegations. The Superintendent shall provide the Commissioner of Motor Vehicles with a copy of the written record of complaints within thirty (30) days of the end of the school year.

Legal reference: Connecticut General Statutes

10-221c Development of policy for reporting complaints re school transportation safety.

Policy adopted: January 14, 2004

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#### **Denial of Transportation**

The following considerations shall apply in all instances with respect to the denial of bus transportation for students:

1. A degree of road grade or incline so steep as to present a grave risk of loss of vehicular control, particularly during inclement weather conditions.
2. A road so narrow that a school bus or van designed for student transportation will occupy more than half the width of such road, unless such road is designed for one-way traffic only, or unless the road is a through road.
3. A degree of visibility that reduces the driver's ability to safely handle the bus or van; to safely bring it to a full stop; to safely allow the boarding or discharge of student or to safely avoid oncoming vehicles.
4. A road that is unsuitable for effective maneuverability of either bus or van, especially in emergency situations or inclement weather conditions.
5. A road that calls for a bus or van to turn around or to reverse in the possible presence of boarding students.
6. Any other road condition not enumerated above which represents such an obvious hazard to the safety of students transported by school bus or van that a reasonable and prudent person charged with the safe transportation of such students would not approve use of such road.
7. Buses shall not travel on roads that are not regularly maintained by the state, county or town highway departments. **NOTE:** Without the express permission of the Board of Education, no school bus shall enter onto any private road for purposes of picking up or discharging students.

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#### **Denial of Transportation** (continued)

Parents or guardians of students who are dissatisfied with the decision of the School District with respect to school bus transportation, may appeal the decision under the State of Connecticut statutes.

In the event that the parent or guardian of a student who has been denied school bus transportation wished to contest the decision governing such denial, a hearing shall be scheduled. The forms to be used in conducting such hearing shall include:

1. Notice of Hearing
2. Names and Positions of those attending a hearing
3. Worksheet notes - (giving all pertinent data relative to the contested matter)
4. Opening Statement - language pertinent to opening and conducting the hearing
5. Exhibit List

Legal Reference: Connecticut General Statutes

4-177 Contested cases. Notice. Review

4-178 Evidence in contested cases.

4-179 Proposal for decision. Procedure. Waiver.

4-180 Final decision to be rendered within ninety days.

Policy adopted: January 14, 2004

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## **Business/Non-Instructional Operations**

### **Rules For Passengers**

#### **Waiting for the School Bus and Boarding**

1. Be at your bus stop *on time*. Children shall **NOT** run to catch the bus.
2. While at the bus stop, children shall stand or wait in a safe area. Children should not run into or play in the streets.
3. Children shall not push, shove, fight, or engage in any disorderly behavior.
4. As the school bus approaches, children shall form a line and wait until the bus comes to a complete stop before moving to board it.
5. Unless special seats are assigned by the driver or principal, students shall sit in the nearest seat available upon entering the bus and slide in toward the window so that three students can fit in a seat.

#### **On the School Bus - Rules**

1. Be courteous to the bus driver and follow his/her directions. Be courteous to fellow students as well.
2. Do not linger in the aisles upon boarding the bus.
3. Do not change seats.
4. Do not stand up unless the bus is at a complete stop.
5. Do not kneel or stand on the seats.
6. Do not interfere with the free flow of traffic down the bus aisles.
7. Do not fight, shout, throw objects, or engage in any other disorderly behavior.
8. Do not block or tamper with the emergency exit door.
9. Do not lean out of the windows or extend arms or hands outside the windows.
10. Animals are not allowed on the bus.

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### **Rules For Passengers**

#### **On the School Bus - Rules** (continued)

11. Eating, drinking, or smoking is not allowed on the bus.
12. Do not damage or litter the bus.

#### **Departing From the Bus**

1. Once children get off the bus, they shall walk quickly to a safe area away from the bus and away from traffic.
2. If it is necessary to cross the street in front of the bus, students shall make sure the bus is at a complete stop with lights flashing before stepping in front of it. They shall look both ways and be far enough in front of the bus so the bus driver has a clear view of the students as they are crossing the street.

## **Business and Non-Instructional Operations**

### **Transportation: Student Bus Assignments**

All school buses have an approved seating and standing capacity which shall not be exceeded. Since these buses are scheduled to make best use of the stated capacity, it shall be the policy of the school district that all students who are transported ride to and from school only on buses to which they are assigned. Exceptions will be made only when necessary to implement the educational program of the student. These exceptions must be approved by the school principal who will ensure that the changed bus assignment will not be approved for such purposes as overnight visits, birthday parties, pajama parties, scout meetings, etc. Bus drivers are instructed to refuse transportation to any student who is not a regular passenger unless the student has received prior approval from the school Principal.

Legal Reference: Connecticut General Statutes

10-220 Duties of boards of education

Policy adopted: January 14, 2004

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