

RED LION AREA SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: TRANSPORTATION

ADOPTED: June 8, 1989

REVISED: September 2, 2010

<p>1. Authority Title 22 Sec. 23.1, 23.2, 23.4 SC 1361, 1362</p> <p>2. Delegation of Responsibility</p> <p>Title 22 Sec. 23.4 Pol. 121</p> <p>Title 22 Sec. 23.4</p> <p>Title 22 Sec. 23.1, 23.4</p> <p>Title 22 Sec. 23.4</p> <p>3. Guidelines</p> <p>35 P.S. Sec. 4601 et seq</p>	<p style="text-align: center;">810. TRANSPORTATION</p> <p>The Red Lion Area School District provides transportation in accordance with applicable laws and regulations, Board policy and administrative regulations.</p> <p>The Superintendent or designee shall be responsible to:</p> <ol style="list-style-type: none"> 1. Establish administrative regulations that specify the number of chaperones to accompany students in connection with school-related activities and field trips. 2. Prepare a district map or schedule indicating each bus stop and bus route. 3. Maintain records and make required reports regarding school transportation. 4. Distribute rules governing student conduct during transport; such rules shall be binding on all students transported by the district. <p><u>Vehicles</u></p> <p>All private motor vehicles hired by the District to transport students shall be adequately covered by public liability insurance in such amounts as the Board shall require.</p> <p>The Board prohibits any diesel-powered motor vehicle weighing 10,001 pounds or more to idle for more than five (5) minutes in any continuous sixty-minute period while parked, loading or unloading except as allowed by law.</p>
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<p>SC 111 Title 22 Sec. 8.1 et seq 23 Pa. C.S.A. Sec. 6301 et seq</p>	<p>b. The Director of Building and Grounds office shall obtain an individual Motor Vehicle Report for all drivers authorized to operate school district vehicles. Reports shall be obtained no less than one time over a three year period.</p> <p>The following regulations shall be in effect for all individuals who operate school district vehicles:</p> <ol style="list-style-type: none"> 1. A driver shall not be approved until she/he has complied with the mandatory background check requirements for criminal history and child abuse and the district and/or contractor has evaluated the results of that screening process. 2. Drivers must be at least twenty-one (21) years of age. <p>Approval of Bus Drivers -</p> <p>The Board shall approve bus drivers upon the submission of the following:</p>
<p>SC 111 Title 22 Sec. 8.1 et seq 23 Pa. C.S.A. Sec. 6301 et seq</p>	<ol style="list-style-type: none"> 2. A driver shall not be approved until she/he has complied with the mandatory background check requirements for criminal history and child abuse and the district and/or contractor has evaluated the results of that screening process. 2. A valid Commercial Driver’s License for the class of vehicle they will operate, properly signed by the operator. 3. A current valid School Bus Endorsement Card, properly signed by the operator. 4. A current valid Physician’s Certificate, properly signed by the operator. 5. All clearances as listed in Section 2, Guidelines. 6. Drivers must be at least twenty-one (21) years of age. <p>Quality Control –</p> <p>The Red Lion Area School District, in conjunction with the bus contractor, shall obtain annual Motor Vehicle Reports from the Department of Transportation for each driver to verify driver requirement accuracy. In addition, the Red Lion Area School District will be evaluating information that goes beyond the minimum statutory requirements regarding qualification of school bus drivers, including Section 111 of the PA School Code crimes where the convictions are beyond the five-year look back period. All crimes (not strictly Section 111 crimes) will be considered for this evaluation process. While these crimes do not, under Public School Code, disqualify individuals absolutely from employment, we believe they clearly relate to an applicant’s suitability to work closely with children and should therefore at least be considered on a case-by-case basis in evaluating an applicant’s overall qualifications</p>

2. Unloading Students - The following rules shall be followed when discharging pupils:

- a. Students shall remain in their seats until the bus has come to a full stop.
- b. No student shall be permitted to leave the bus except at the regular assigned stop without written permission from a parent/guardian and the approval of the building principal or designee.

3. Carry-On and Student Personal Items - The school bus driver shall not knowingly allow any live animals, firearms, explosives, or anything of a dangerous or objectionable nature on the bus while transporting students.

Gym bags, band instruments, or any school project shall not be placed in aisles or areas near the entrance door. Items of this nature must not be allowed on the bus unless they can be held on the student's lap without endangering the safety of other students.

Potentially dangerous items include:

- a. No glass jars or aquariums or other glass items will be permitted on the bus.
- b. Additional items, such as guns, bicycles, skis, poles, or other potentially dangerous items are prohibited.

The driver has the right to refuse to transport students with any non-lap or potentially dangerous items. If transportation of the above items is necessary for schoolwork, parents/guardians should make other arrangements to transport the items.

4. No bus driver shall require any student to leave the bus before such student has reached his/her designation.

Rules Enforcement -

Drivers are expected to enforce the bus discipline rules established by the school district.

The principal may suspend a student from bus transportation for disciplinary reasons as applicable with laws and regulations and the parents/guardians shall be responsible for the student's transportation.

Extracurricular Trips and Field Trips

The driver shall return the students to the point indicated on the trip sheet. Students will not be permitted to be dropped at any other point.

<p>SC 1362 Title 67 Sec. 447.1 et seq.</p>	<p><u>Walking Boundaries</u></p> <p>The District walking boundaries for each public and nonpublic school serviced by the District's Transportation Department will be established using the following criteria:</p> <ol style="list-style-type: none"> 1. Secondary students may be required to walk up to two (2) miles from where the private road or driveway accessing their home property connects to the public roadway to the edge of school district property or bus stop. 2. Elementary students may be required to walk up to one and one-half (1 1/2) miles from where the private road or driveway accessing their home property connects to the public roadway to the edge of school district property or bus stop.
<p>SC 1362</p>	<p>Required distances may be shorter, depending on hazardous walking routes identified by Pennsylvania Department of Transportation.</p>
<p>Title 22 Sec. 23.1, 23.4</p>	<p><u>Bus Routes</u></p> <p>The Director of Transportation shall be responsible for preparing bus routes following these considerations: length of time, safety of and distance between bus stops, efficiency and economy, and bus loads.</p> <p>The Board shall approve prior to the beginning of each school year a list of the bus routes and stops.</p> <p>Route changes may be made during the school year with the administration's approval. These changes may be made for new students, routing efficiencies, safety reasons, overloads, or emergencies.</p>
	<p><u>Transportation Of School Age Children To Day Care Providers</u></p> <p>The District may provide transportation of students to and from a day care provider. The Director of Transportation shall establish criteria for the transportation of students to and from the day care provider.</p> <p>Students living in one attendance area shall not be permitted to attend a school in another attendance area without administrative approval. Students will not be transported to or from a day care provider in another school district.</p> <p>Walking and tuition students shall be eligible for transportation to a day care provider on a space available basis. Students will be considered on a first come, first serve basis with the following priority order:</p> <ol style="list-style-type: none"> 1. Residents eligible for transportation.

<p>Pol. 903</p>	<p>2. Walkers.</p> <p>3. Tuition students.</p> <p>When new students move into an area serviced by a bus that services day care providers, space must be made available for the new students. Day care riders will be "bumped" starting with the last request submitted.</p> <p><u>Transportation Concern Review</u></p> <p>All transportation concerns must adhere to the following procedure to be considered. All responses will be made in a reasonable time:</p> <ol style="list-style-type: none">1. If a problem exists, call or write to the Director of Transportation.2. If you wish to appeal the decision of the Director of Transportation, call or write to the Supervisor of Pupil Services.3. If you wish to appeal the decision of the Supervisor of Pupil Services, call or write to the Superintendent at the same address and phone number. The Superintendent will review the matter and render a final decision within a reasonable time.4. Decisions made by the Superintendent can be appealed to members of the School Board by parents/guardians requesting to be placed on an upcoming agenda.5. While it is preferred that parents/guardians follow the transportation review policy, parents/guardians may seek Board consideration of their transportation concern by appearing at a regularly scheduled meeting and voicing their request during the public comment portion of the meeting. <p><u>Delayed Start/Early Out</u></p> <p>Notices issued to radio and television stations concerning school cancellations, delayed starts, or early dismissals affect all public, nonpublic, private, or special education transportation routes without exception.</p> <p>The District may implement a delayed starting time when severe weather conditions exist. The delayed starting time will permit school district officials to better evaluate conditions.</p> <p>When the delayed start is initiated, all starting times will be delayed by an equivalent time period, i.e., one (1) or two (2) hours. The school day will end at the regularly scheduled time unless conditions warrant an early dismissal.</p>
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Information regarding the cancellation, delayed opening or early dismissal from the school day shall be disseminated through the District's *mass* communication system, the District's website (www.rlasd.net) and local radio and TV stations.

References:

School Code 24 P.S. Sec. 111, 1331, 1361, 1362, 1374, 2541, 2542

Board Policy 103, 103.1, 903

State Board of Education Regulations - PA Code Title 22 Sec. 8.123.1, 23.2, 23.3, 23.4

Child Protective Services - 23 Pa. C.S.A. 6301 et seq

Diesel Powered Motor Vehicle Idling Act 35 P.S. Sec. 4601 et seq

35 P.S. 1223.5 20 U.S.C.

Sec. 7181 et seq

State Department of Transportation Regulations - Title 67 Sec. 212.101, 447.1 et seq.