

Regulation Code: 6322 R&P Student Assignment to School Buses

1. Factors to be Considered in Review of Requests for Transportation Within

1-1/2 miles of School: The Transportation Department will consider the following factors, not necessarily in priority order, in reviewing requests for transportation within 1-1/2 miles of the school:

- a. Vehicular traffic on roads along the walking routes
- b. Condition of roads and topography
- c. Speed limits and traffic signals
- d. Safety and adequacy of walkways
- e. Commercial or industrial development along the walk route
- f. Costs associated with creating additional stops
- g. Overall efficiency of the bus transportation system

2. Procedures for Application for Transportation of Ineligible Students:

Parents/guardians may request transportation for ineligible students in accordance with the following process:

- a. The parent/guardian shall submit a request, using the Transportation Service Request form located on the WCPSS Transportation web site or by submitting a completed paper form to the principal or designee, who will relay the request to appropriate personnel in the Transportation Department.
- b. Transportation Department staff shall review the application and, upon making a decision, inform the parent/guardian in writing.
- c. The request may be approved by the Transportation Department if the student can be accommodated on space available on a current bus, the student and parent accept responsibility to ensure that the student is at the designated bus stop at the designated times for morning pick-ups, and the requested transportation services:
 - i. Are in the best interest of the student; and
 - ii. Will not interfere with the proper administration of the school; and
 - iii. Will not interfere with the safe, efficient and timely transportation of assigned students; and
 - iv. Will not endanger the health or safety of other students; and
 - v. Will not increase the overall time required for the assigned bus to run its route, the number of buses required, or the cost of transportation services.
- d. If all of the conditions set out above are met and the request is approved, such approval is conditioned upon the parent/guardian agreeing that if an eligible student should require transportation on the bus, and

space is not available, then the most recently accepted ineligible student will be bumped from the bus. A ten day notice will be given to students who are bumped.

- e. All approvals of ineligible students are for the current school year only. Parents must resubmit requests for transportation each year.

Adopted:

Wake County Board of Education