

The ~~superintendent or designee~~ Transportation Department shall develop ~~centralized~~ school bus routes in accordance with state law and regulations. All bus routes will be kept on file ~~with the Transportation Department in the superintendent's office~~, and all changes will be filed within 10 days after such change becomes effective. ~~Changes to bus routes must be approved by the Transportation Operations Manager~~ in accordance with prescribed Transportation Department protocol.

A. ROUTING STRATEGIES

The transportation department shall employ the following routing strategies:

1. Bus routes must follow state-maintained highways, municipal streets, or other streets with publicly dedicated right-of-way, unless road conditions or other factors make this inadvisable.
2. Buses will not be routed off of those thoroughfares for distances less than a half mile, except for groups of ten or more students or for students with disabilities.
3. Buses are generally prohibited from traveling into cul de sacs.
4. The Board endorses keeping student ride time to a minimum. The superintendent shall establish regulations that include ride time goals.

~~Students ordinarily will be assigned to a bus that passes within one mile of the student's residence. To the extent practicable and economically feasible, ride time should be less than 45 minutes one way.~~

Parents will be informed of students' scheduled school bus arrival times. It is the parent's responsibility to ensure that a student is present at a bus stop prior to the scheduled arrival time.

B. BUS STOPS

The Transportation Department shall employ the following strategies in placing bus stops:

1. Bus stops shall be placed no closer than two-tenths of a mile apart, unless the transportation department ~~deems~~ determines that stops must be closer to address a safety hazard ~~exists~~.
2. Bus stops will be located on divided highways only if the stop is a door-side stop, ~~or if the bus stop is at a point where pedestrian and vehicular traffic are controlled by traffic signals.~~

3. To the extent possible, feasible, bus stops shall be placed on corners and centralized in locations that are reasonably accessible for all students assigned to the stop.
4. Elementary school students shall not be required to walk more than three-tenths of a mile to a bus stop. The distance to an express bus stops may exceed this maximum since students are transported by parents or guardians to and from such stops.
5. Middle and high school students shall not be required to walk more than one half mile to a bus stop. The distance to an express bus stops may exceed this maximum since students are transported by parents or guardians to and from such stops.
6. The parent or guardian of any child enrolled in the school system may request a change to the location of a bus stop as described in 6321 R&P. ~~pursuant to Policy 6322—Student Assignment to Buses.~~
7. To ensure safety and accountability, students will be dropped off in the afternoon at the same stop they were picked up at in the morning. Exceptions are noted in Section D of this policy.
8. Any other changes in bus stops must be approved by the superintendent or designee.

C. EXPRESS BUSES

1. The purpose of express bus stops and express bus routes is to reduce the ride time on longer routes by consolidating stops into as few stops as possible. ~~Adding “local” stops to these routes has the effect of increasing ride time.~~
2. Express bus stops are designed for students to be dropped off and picked up by parents, guardians, or other responsible parties designated by parents or guardians at designated locations.
3. Each morning, parents, guardians, or other responsible parties designated by parents or guardians are expected to accompany students to the bus stop approximately 10 minutes prior to the scheduled pickup time and wait with the students until students are safely on the bus.
4. In the afternoon, parents, guardians, or other responsible persons are expected to be at the bus stop 10 minutes prior to the scheduled arrival time, awaiting afternoon bus arrival, and to remain at the bus stop until all students have exited the bus.
5. Express bus stops are established by transportation staff and centrally located based on safety and efficiency.

D. TRANSPORTATION TO LOCATIONS OTHER THAN ~~HOME~~ THE STUDENT’S DESIGNATED ADDRESS

Upon request, the superintendent or designee may, but is not required to, assign a student to a bus to transport the student to and/or from a location other than ~~home~~ the student's designated address if the following conditions are met. ~~in accordance with regulations established by the superintendent (refer to 6321 R&P).~~

1. The student's parent or guardian submits a written request ~~via the Transportation Department website~~ that states the specific location other than ~~home~~ the student's designated address to which the student is to be transported and acknowledges that ~~the parent or guardian and not~~ the school system is ~~not~~ responsible for the student's safety once the child has ~~departed from the bus~~ ~~been delivered to the agreed upon location per the school district's procedures.~~
2. The request for such transportation does not ~~require a bus to deviate in any significant way from an established route.~~ impair the ability of the driver to complete the route in a timely manner.
3. ~~There is capacity on the bus if the request would necessitate the student's riding a different bus from the regularly assigned bus.~~ The bus has capacity to transport the student.
4. The student's residence and requested bus stop are within the zone eligible for transportation service ~~along the designated route.~~
5. The request for such transportation does not cause the school system to incur any additional cost.

~~The proposed bus stop meets safety standards established by law, the Wake County Board of Education, the superintendent, and/or the principal.~~
6. The parent or guardian is requesting a change for the remainder of the school year and agrees to forego service at the regularly assigned stop. Approval is for the current school year only.
7. If the provider is a day care or after school care center, day care staff must be present to load/unload students, and school buses must remain on state-maintained roads and not enter any private service roads.
8. Any other requests, such as joint custody agreements, can be made at the Transportation Department website and are subject to the conditions set forth in this policy.

Any changes in bus stops must be approved by the superintendent or designee.

E. BUS ROUTES IN HAZARDOUS CONDITIONS

School buses will not be allowed to operate if there is a serious threat to the safety of students or drivers. The superintendent may develop a more limited bus route for hazardous weather conditions in order to operate only on roads that are safe. To the extent possible, parents will be notified in advance of the bus route that will be used in hazardous conditions. The hazardous conditions bus route will be on file [with the Transportation Department in the superintendent's office](#).

A student who is identified as having special needs following procedures in the North Carolina *Policies Governing Services for Children with Disabilities* will be provided with transportation services as required by law.

Legal References: Individuals with Disabilities Education Act Amendments of 1997, 20 U.S.C. 1400 et seq.; G.S. 115C-240(d), -246; 16 N.C.A.C. 6B .0111; *Policies Governing Services for Children with Disabilities*, State Board of Education Policy EXCP-000; State Board of Education Policies TRAN-000, -002

Adopted: