

**NONINSTRUCTIONAL OPERATIONS**

**8120**

Bus Routes, Stops, and Non-Transportation Zones

Each year, no later than the regular Board meeting in August, the Superintendent or their designee shall present their recommendation for bus routes, school safety busing zones, and non-transportation zones to the Board of Trustees. The Board shall consider student health and safety in considering the recommendations of the Superintendent or designee.

Definitions

“Safety Busing Zone” shall mean the transportation of a student who lives less than 1½ miles from school when, in the judgment of the Board, the age, health, or safety of the student warrants such action as described in Policy 8110 Safety Busing.

“Non-Transportation Zone” shall mean an area of the District designated by the Board which is not served by District transportation because of scarcity of students or remoteness, or because the condition of roads makes it impractical to provide service.

Establishing Bus Routes

In order to operate the transportation system as safely and efficiently as possible, the following factors shall be considered in establishing bus routes:

1. School bus routes shall be established with due consideration of the sum total of local conditions affecting the safety, economic soundness, and convenience of its operation including road conditions, condition of bridges and culverts, hazardous crossings, presence of railroad tracks and arterial highways, extreme weather conditions and variations, length of route, number of families and children to be serviced, availability of turn-around points, capacity of bus, and other related factors. Further, the Board of Trustees shall consider the criteria set out in its measuring and scoring instrument, Policy 8110F Safety Busing, Exhibit 1.
2. School bus drivers are encouraged to make recommendations about establishing or changing routes.
3. Parents should be referred to the Superintendent or designee for any request of change in routes, stops, or schedules.
4. At least once each year, the transportation supervisor or the District’s school bus driver trainer shall evaluate each route and driver for the purpose of assessing the safety of routes and bus stops. Documentation of the route evaluation shall be retained by the

District. The District may use the State Department of Education's model evaluation procedure and forms for these evaluations.

The Board shall approve all bus routes, including the bus stops along each route.

### Bus Stops

Buses should stop only at designated places approved by school authorities. Exceptions should be made only in cases of emergency and inclement weather conditions. Bus stops shall be chosen with safety and protection of the health of the student in mind. No bus stop shall be established within 1½ miles from the students' school except in safety busing zones.

All bus stops shall be in safe locations and at least 100 yards of clear visibility in both directions, if possible. All bus stops shall be located at a site that allows the bus to stop without blocking any intersection; whenever possible stops shall be at least 40 feet from intersections.

School bus drivers shall load and unload from the right side of the roadway. Bus stops shall be sited to ensure that students do not have to cross any road with more than three lanes to board the bus or to proceed home after exiting the bus unless the location has easily accessible traffic control signals.

School buses shall only stop to load or unload passengers at designated bus stops, as required by law.

School loading and unloading zones are to be established and marked to provide safe and orderly loading and unloading of students. The principal of each building is responsible for the conduct of students waiting in loading zones and shall ensure that the loading and unloading areas are supervised adequately for the size of the loading area and the number of students present to ensure close, continuous, and interactive supervision whenever students or buses are present in the loading area.

### Delay in Schedule

The schedule for pickup and delivery of children shall be followed as accurately as possible. The driver is to notify the administration of a delay in schedule. The administration will notify parents/guardians on routes experiencing delays, if necessary.

### Responsibilities - Pupils

Pupils should recognize that safety is based on group conduct. Talk should be in conversational tones at all times. Students should not shout or talk loudly because it may distract the bus driver. Student shall not shout at passersby. Pupils should instantly obey any command or suggestions from the driver or their assistants.

A pupil may be denied transportation upon a showing of good cause as described in Policy 8140 Student Conduct on Buses.

### Responsibilities – Parents/Guardians

Parents/guardians interest and assistance is a valued asset to the transportation program. Parents' efforts towards making each bus trip a safe and pleasant experience are requested and appreciated. The following suggestions are only three of the many ways parents can assist:

1. Ensure that students are at the bus stop in sufficient time to efficiently meet the bus;
2. Properly prepare children for weather conditions; and
3. Encourage school bus safety at home. Teach children about safe school bus related behavior, including its importance.

### Safety

The Superintendent shall develop written rules establishing the procedures for bus safety and emergency exit drills which comply with State law and Federal Highway Safety Guideline 17 for student conduct while riding on buses.

If the bus and driver are present, the driver is responsible for the safety of their passengers, particularly for those who must cross a roadway prior to loading or after leaving the bus. Except in emergencies, no bus driver shall order or allow a student to board or disembark anywhere at other than their assigned stop unless authorized by the Superintendent. In order to assure the safety of all, the bus driver may hold students accountable for their conduct during the course of transportation and may recommend corrective action against a student. Bus drivers are expressly prohibited from using corporal punishment.

Further, the Board shall consider the criteria set out in its measuring and scoring instrument which, by this reference, is incorporated and attached to this policy.

The bus driver is responsible for the use of the warning and stop signaling systems. Failure to use the system constitutes negligence on the part of the driver.

### Inclement Weather

The Board recognizes the unpredictability and resulting dangers. To achieve maximum safety for children and efficiency of operation, the Superintendent is empowered to make decisions as to the emergency operation of buses, the cancellation of bus routes, and the closing of schools in accordance with their best judgment. The Board may develop guidelines in cooperation with the Superintendent to assist them in making such decisions.

Cross Reference: 8110 Safety Busing

Legal Reference: I.C. § 33-1501      Transportation Authorized  
I.C. § 33-1502      Bus Routes—Non-Transportation Zones  
I.C. § 49-1422      Overtaking and Passing a School Bus

Other Reference:      Standards for Idaho School Buses and Operations  
Idaho Department of Education, Idaho's School Bus Driver Training  
Classroom Curriculum

Policy History:

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