

# REGULATION

## Upper Freehold Regional School District

Section: Operations

8600. PUPIL TRANSPORTATION

Date Created: February, 2004

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### 8600. PUPIL TRANSPORTATION

All student transportation shall be provided in accordance with law, negotiated agreements and with consideration of the following guidelines.

#### Insurance

The Superintendent shall annually determine the amount of insurance needed for drivers and vehicles for which the Board has responsibility. Additional coverage shall be maintained to provide insurance for instances where students may be transported in private vehicles by authorized school personnel.

#### Routes

The National Association for Pupil Transportation (NAPT) and National Association of State Directors of Pupil Transportation Services (NASDPTS) provided insight into the development of a safe routes manual entitled Selecting School Bus Stop Locations: A Guide for School Transportation Professionals (SSBSL Guide) developed by the National Center for Safe Routes to School which is part of the North Carolina Highway Safety research Center. This guide, along with School Bus Stops: A Safety Guide For Transporters by L. Bernstein, P. Burns and J. Ellis published by the Pupil Transportation Safety Institute, Syracuse, NY, were consulted in the development of Policy and Regulation 8600.

1. Routes shall be determined with “efficiencies” in mind in accordance with state requirements and consideration for the time each student must spend on the bus or van. The transportation official will be mindful that individual stops at homes add considerable time to a bus route.
2. Bus routes may change each year based on the student population.
3. The assignment of disabled students to buses and routes shall be done with consideration of the individual student’s needs.
4. Whenever possible, buses will not travel down cul-de-sacs unless the vehicle is picking up students with disabilities. The transportation official must

consider that a full size bus generally requires 115 feet to turn around in a cul-de-sac and most cul-de-sacs are 90 feet.

5. The transportation official will determine routes and stops based upon the realities of the community's road system, weather and topography. The official should be mindful that the SSBSL guide notes that consider that "ideal characteristics" will rarely be met for every school bus stop.
6. The transportation official will seek to select stops that provide sufficient visibility for both pedestrians and drivers. The SSBSL guide notes that although there are no standardized distance measures or formulas to compute sight distances, the following conditions may affect these distances: sunrise/sunset times; curves and hills; trees and vegetation; on-street parking; approaching vehicles; and snow banks.
7. The official should evaluate the need for the use of "Bus Stop Ahead" signs installed in advance of locations where a stopped bus, either picking-up or discharging passengers, is not visible to road users for an adequate distance.
8. The official will seek to identify locations with sufficient space for students and parents to wait at least 12 feet from the roadway.
9. The official shall use safety as the primary consideration when evaluating a parent's complaint, not personal circumstances or convenience. Visibility from the home to the bus stop is not part of District criteria for establishing bus stops. Bus stops are collector points for students awaiting pick-up.
10. The SSBSL indicates that the route between homes and the school bus stop, as well as the safety at the stop, are the parents' responsibility. They have found that "parents often overestimate their child's readiness to walk alone." Their manual states that the route between homes and the school bus stop and safety at the stop, are considered the parents' responsibility.
11. When selecting bus stops the transportation official will consider the presence of a "safe" path, proximity of railroad crossings, traffic speed limits, and walking distance.
12. When possible the official will attempt to avoid stops that require backing up. If backing up is unavoidable, the students will be picked-up before backing. During the return trip, students will be dropped-off after the bus has backed-up and the bus is in position to drive forward.
13. To the maximum extent possible, students will not be required to cross high speed roadways for both pick-up and drop off routes. High speed roadways are defined as roads with speed limits in excess of 35 miles per hour.
14. Pick-up routes and stops may be reassigned when the number of students

assigned to a stop exceeds 14.

15. The transportation official shall evaluate concerns regarding any bus stop or practice by using any or all of the assessment forms attached to Regulation 8600.
16. Routes for transporting eligible nonpublic school students shall be established by the district transportation office, provided the cost does not exceed the state established maximum cost/pupil for nonpublic student transportation. When route costs exceed the allowable amount, parent(s) or legal guardian(s) of eligible nonpublic students shall receive the payment in lieu of transportation established annually by the New Jersey Department of Education, and shall be responsible for transporting their children to and from school. All applications for nonpublic transportation or payments must be made in accordance with N.J.S.A. 18A:39-1 et seq. and N.J.A.C. 6:21-2.1 et seq.

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