

## TRANSPORTATION POLICY

The Chariho Regional School District will provide, in a manner consistent with R.I.G.L. 16-21-1, suitable transportation to and from school for resident students who attend kindergarten (age three through age twenty-one for special education students) and who have not graduated from high school. Transportation is not provided for resident students enrolled in dual or early college programs.

It shall be the responsibility of the Superintendent of Schools (or his/her designee) to administer this policy and related guidelines pursuant to R.I.G.L. 16-21-1. Prior to the start of each school year and following parent/guardian registration for transportation, the transportation provider shall supply each local police department with a copy of that town's bus routes, including driving directions, stops and turnarounds. A request shall be made of each police department to certify, in writing, that each of the District's bus routes are safe.

### GUIDELINES

#### I. Eligibility to Register for Transportation

Students will be eligible to register for school transportation if one or more of the following criteria is present.

##### A. The walking distance from home to school exceeds the following:

1. For pupils enrolled in kindergarten, one-quarter (1/4) mile;
2. For pupils enrolled in grades 1-4, one-half (1/2) mile;
3. For pupils enrolled in grades 5-8, three-quarter (3/4) mile;
4. For pupils enrolled in grades 9-12, one (1) mile.

##### B. The walking route is within the limits set forth above, but presents a hazard to student safety

##### C. The student is disabled or is a special education preschool student.

#### II. Bus Stops

##### A. Bus stops will be located at intervals so that a student will not be required to walk to or from his/her residence any distance greater than:

1. For pupils enrolled in kindergarten, one-quarter (1/4) mile;
2. For pupils enrolled in grades 1-4, one-half (1/2) mile;
3. For pupils enrolled in grades 5-8, three-quarter (3/4) mile;
4. For pupils enrolled in grades 9-12, one (1) mile.

##### B. Bus stops may be located at more frequent intervals to reduce student congestion at stops or for reasons of safety, as determined by the superintendent or his/her designee.

##### C. Parents/Guardians or another responsible adult are required to meet kindergarten and first grade students at bus stops.

##### D. Group bus stops that do not adhere to A. above may be established to facilitate transportation among elementary schools.

#### III. Walking Distance: All measurements for walking distance to school or to a bus stop will begin at the point of access to a public road nearest a student's residence or to a public road accessible to a school bus.

- IV. Student Registration: Each parent/guardian requesting transportation services to and/or from a Chariho school, so long as the requirements of I.A. above are met, must register in accord with guidelines established by the Superintendent of Schools. Parents/Guardians of students who attend private schools located in one of the member towns must register as if the student attended a Chariho school; all elements of this policy shall apply. Parents/Guardians of students who attend private schools within Chariho's transportation region (Region 4), but outside of the District, must register for transportation with the Statewide Student Transportation System.

Approve of transportation requests will be rescinded when a student does not utilize transportation services for ten (10) consecutive days if there is no notification with reasonable explanation to the transportation provider.

V. Change in Location of a Scheduled Bus Stop

- A. Any change in the location of a bus stop will be on a permanent basis and restricted to the need to provide child care services. Changes that require a student to ride a different bus than he/she would from home will only be approved if the change is for five days a week.
1. Parent/guardian will initiate the request for change by filing a Request for Change of Bus Stop form available at [www.chariho.k12.ri.us](http://www.chariho.k12.ri.us) or in the office of any school.
  2. Subject to approval, relocation of bus stop requests to accommodate day care received prior to August 1st will be processed and be in place when schools open.
  3. Subject to approval, requests received after August 1st will be processed within three weeks after the opening of schools so as to permit evaluation of schedules and bus loads.
  4. No busing will be provided to a child care provider outside of the student's designated school attendance area.
  5. All requests must be filed annually.
- B. Parents of Chariho High School students or students who have reached the age of eighteen may request changes in their afternoon bus stop location to accommodate a work placement. Such a request must be submitted on a Request for Change of Bus Stop form which will include a signed acknowledgment from the employer verifying employment. Such a change can only be made for a stop at a business within the district. The student will be dropped at the regularly scheduled stop nearest to the business.
- C. Requests for temporary (more than one day) change of location of a bus stop due to a planned event or emergency by parent/guardian will be considered.

Procedure for change is as follows: A written request for the change will be filed with the building principal who shall coordinate with the transportation provider.

- D. In the case of an immediate emergency situation (one day only) requiring the change in location of a bus stop, the parent/guardian should contact the school so that the student can be notified. The school will notify the student and the transportation company of the matter. In the case where time does not allow the contacting of the transportation company, a written note, with the student's name and other pertinent information, must be provided to the bus driver. The note must be signed by the school official approving the request.
- E. Change in bus stop due to child custody arrangements must include court documents which indicate a specific visitation schedule. It may be required that parents/guardians deliver a calendar schedule to the transportation provider.

- F. Relocation of a bus stop will not be permitted to accommodate social functions.
- G. Relocation of bus stops will be approved as long as the following situations do not occur:
  - 1. Cause a student overload on the bus in question
  - 2. Cause additional time to accrue to a bus run
  - 3. Cause additional mileage to accrue to the bus in question
  - 4. Cause rescheduling of a bus route or the addition of bus stops for the bus in question
  - 5. Cause a student to be bused to/from a location outside his/her designated school attendance area
  - 6. Privilege is not abused.
- H. In the event that a scheduled bus stop must be changed by the transportation provider, written notification will be provided to parents. When emergency changes to stops or routes are necessary due to road or other conditions, parents will be notified by phone.

#### VI. Appeal Process

Decisions of the bus company on matters covered by this policy may be appealed in accord with the Appeals Policy, except that the appeal will be heard by the Transportation Subcommittee at Level 3.

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