

1 **Bainville K-12 Schools**

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3 **NONINSTRUCTIONAL OPERATIONS**

4
5 Bus Routes and Schedules

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7 The Superintendent's designee is responsible for scheduling bus transportation, including
8 determination of routes and bus stops. Such routes are subject to approval of the county
9 transportation committee. The purpose of bus scheduling and routing is to achieve maximum
10 service with a minimum fleet of buses consistent with providing safe and reasonably equal
11 service to all bus students.

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

- 15
- 16 1. A school bus route shall be established with due consideration of the sum total of local
17 conditions affecting the safety, economic soundness, and convenience of its operation,
18 including road conditions, condition of bridges and culverts, hazardous crossings,
19 presence of railroad tracks and arterial highways, extreme weather conditions and
20 variations, length of route, number of families and children to be serviced, availability of
21 turnaround points, capacity of bus, and related factors.
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23 2. The District may extend a bus route across another transportation service area, if it is
24 necessary in order to provide transportation to students in the District's own
25 transportation service area. A district may not transport students from outside its
26 transportation service area.
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28 3. No school child attending an elementary school shall be required to ride the school bus
29 under average road conditions more than one (1) hour without consent of the child's
30 parent or guardian.
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32 4. School bus drivers are encouraged to make recommendations in regard to establishing or
33 changing routes.
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35 5. Parents should be referred to the Superintendent for any request of change in routes,
36 stops, or schedules.

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38 The Board reserves the right to change, alter, add, or delete any route at any time such changes
39 are deemed in the best interest of the District, subject to approval by the county transportation
40 committee.

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42 Bus Stops

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44 Buses should stop only at designated places approved by school authorities. Exceptions should
45 be made only in cases of emergency and inclement weather conditions.

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4 Bus stops shall be chosen with safety in mind. Points shall be selected where motorists
5 approaching from either direction will have a clear view of the bus for a distance of at least three
6 hundred (300) to five hundred (500) feet.
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8 School loading and unloading zones are to be established and marked to provide safe and orderly
9 loading and unloading of students. The Superintendent is responsible for the conduct of students
10 waiting in loading zones.
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12 Delay in Schedule

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14 The driver is to notify the Superintendent of a delay in schedule. The Superintendent will notify
15 parents on routes and radio stations, if necessary.
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17 Responsibilities - Students

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19 Students must realize that safety is based on group conduct. Talk should be in conversational
20 tones at all times. There should be no shouting or loud talking which may distract the bus driver.
21 There should be no shouting at passersby. Students should instantly obey any command or
22 suggestions from the driver and/or his/her assistants.
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24 Responsibilities - Parents

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26 The interest and assistance of each parent is a valued asset to the transportation program.
27 Parents' efforts toward making each bus trip a safe and pleasant experience are requested and
28 appreciated. The following suggestions are only three of the many ways parents can assist:
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- 30 1. Ensure that students are at the bus stop in sufficient time to efficiently meet the bus.
- 31 2. Properly prepare children for weather conditions.
- 32 3. Encourage school bus safety at home. Caution children regarding safe behavior and
33 conduct while riding the school bus.
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35 Safety

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37 The Superintendent will develop written rules establishing procedures for bus safety and
38 emergency exit drills and for student conduct while riding buses.
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40 If the bus and driver are present, the driver is responsible for the safety of his/her passengers,
41 particularly for those who must cross a roadway prior to loading or after leaving the bus. Except
42 in emergencies, no bus driver shall order or allow a student to board or disembark at other than
43 his/her assigned stop unless so authorized by the Superintendent. In order to assure the safety of
44 all, the bus driver may hold students accountable for their conduct during the course of
45 transportation and may recommend corrective action against a student. Bus drivers are expressly
46 prohibited from using corporal punishment.

