

Statement of Guidelines for Transportation Services 2017 - 2018

ELIGIBILITY FOR SCHOOL BUS TRANSPORTATION SERVICES. To qualify for school bus support, the actual residence of the student must be within the attendance zone of the school and outside of the “non-transport” zone as specified in North Carolina General Statute 115C-246 (b):

“Unless road or other conditions make it inadvisable, public school buses shall be routed on state- maintained highways, municipal streets, or other streets with publicly dedicated right-of-way. The local board of education shall not be responsible for damage to the roadway. Each public school bus shall be routed so that the bus passes within one mile of the residence of each pupil assigned to that bus. A pupil who lives **one and one half-miles or more** from the school to which the pupil is assigned shall be eligible for school bus transportation.”

OUT OF DISTRICT TRANSPORTATION REQUESTS: School bus transportation is not normally provided to a student who resides outside the attendance zone of a school. This transportation is the responsibility of the student’s parent or guardian. However, transportation services *may* be provided, on a space available basis, if the student’s application to attend an out-of-district school has been approved by the Director of Student Assignments and the parent(s) makes written application for transportation. *Space available* transportation is approved by the Assistant Director of Transportation. The primary criterion for the Assistant Director’s approval is the availability of seat space for the student to ride the bus and not violate Title 16, North Carolina Administrative Code, Subchapter 6B, paragraph .0002 (b). If approved, the Assistant Director will designate the bus stop where the student should board/deboard on an existing bus route supporting the out-of-district school. This space available school bus transportation is subject to cancellation with five days notice for either a route change or, lack of seating space. In either case, the Assistant Director will attempt to locate another space-available bus stop for the student and notify the parent(s) of the bus stop change or, of non-availability of school bus transportation.

GUIDELINES FOR BUS STOP PLACEMENT: School bus stop placements are governed by NC State Board of Education Policy as stated in TITLE 16, NORTH CAROLINA ADMINISTRATIVE CODE, ELEMENTARY AND SECONDARY EDUCATION, NORTH CAROLINA STATE BOARD OF EDUCATION, SUBCHAPTER 6B - STUDENT TRANSPORTATION SYSTEM which states in part:

“.0004 (b)A route may not deviate from a general path of direction for a distance of less than one-half mile and then return to the original path except for groups of 10 or more pupils, unescorted pupils in grades K-3 or special education pupils.”

“.0004 (c) Unless safety factors require otherwise, superintendents may not plan bus stops closer together than 0.2 miles. Each student must be at the designated stop at the time of the bus’s arrival.”

GUIDELINES FOR CHILD CARE STOPS: Transportation to/from child care locations is governed by the Guilford County Schools Child Care Center Pick-up/Drop-off Procedures Statement dated August 18, 2003. A copy of that policy may be obtained from your school office or from the Administrative Assistant in the Transportation Department by calling 370-8920. Most school offices maintain a list of current child care locations which receive school bus support to/from that school. The addition of a new child care location to a bus route is limited to those child care facilities which meet the criteria stated in the August 18, 2003 Procedures letter and must be requested, in writing, to the GCS Director of Transportation. School bus transportation to/from a child care location which requires the student to change buses is subject to the school principal’s approval and, available bus seat space. This space available school bus transportation is subject to cancellation with three days notice if bus routes change or students who are entitled to ride the bus fill the bus to capacity. In case cancellation of space available transportation to/from a child care center is necessary, the last student added will be the first student canceled.

STOP PLACEMENT: Requests for multiple stop placements, depending upon the day of the week or other considerations, cannot be accommodated.

PROCESSING TIME: Except for the beginning of the school year, the Transportation Department will process your transportation request within seven (7) business days of receipt after the first three weeks of school.