

AVON GROVE SCHOOL DISTRICT

SECTION: OPERATIONS
 TITLE: TRANSPORTATION
 ADOPTED: November 13, 2001
 REVISED: March 13, 2008
 February 26, 2009
 June 11, 2009

810. TRANSPORTATION	
1. Purpose	The Board of School Directors intends to provide an adequate system of school bus transportation to the public and nonpublic school students residing within its attendance boundaries. The Board further believes that a policy for establishing, changing, or extending bus routes shall be adopted so that all students will receive uniform consideration. Transportation for students shall be provided in accordance with law and the following guidelines.
2. Authority SC 1361 Title 22 Sec. 23.4	<p>The Board shall contract for school bus services for the transportation of students to and from school at regularly scheduled hours and for the transportation of students on field trips and extracurricular activities.</p> <p>Persons who may be transported on school buses when pupils are being transported to and from school and school-related activities, among schools, and while on field trips include:</p> <ol style="list-style-type: none"> 1. eligible pupils; 2. authorized school personnel; 3. vehicle operators; 4. chaperones designated by school principals to accompany pupils on field trips; and 5. minor children of eligible pupils who are enrolled in a school-sponsored or recognized child care or parenting program.
SC 1361	The Board shall transport eligible resident students who are enrolled in nonpublic, not for profit schools within the distance prescribed by law.
35 P.S. §§ 4601 et seq	The Board prohibits any diesel-powered motor vehicle weighting 10,001 pounds or more to idle for more than five (5) minutes in any continuous sixty-minute period while parked, loading or unloading, except as allowed by law. A school bus or vehicle shall idle to provide heating or air conditioning when nondriver passengers are onboard. For the purposes of this exemption, a school bus or vehicle may idle for no more than a total of 15 minutes in a continuous sixty minute period, except when idling is necessary to maintain a safe temperature for students with special needs

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<p>3. Delegation of Responsibility</p> <p>Title 22 Sec. 23.4 (3)</p> <p>Title 22 Sec. 23.31-23.32</p> <p>Title 22 Sec. 23.4</p>	<p>who are transported by a school bus or school vehicle. A school bus or school vehicle off school property during queuing for the sequential discharge or pickup of students is permitted to idle when necessary because the physical configuration of a school or the school's surrounding streets does not allow for stopping.</p> <p>The Board shall ensure that permanent signs, notifying drivers of the idling restrictions are maintained on district property at locations where diesel-powered motor vehicles weighing 10,001 pounds or more load or unload. Signs shall also be posted at locations that provide fifteen (15) or more parking spaces for such diesel-powered motor vehicles.</p> <p>The Superintendent shall promulgate rules to govern the number of chaperones to accompany students in connection with school related activities.</p> <p>The Superintendent or his/her designee shall prepare a map of the district indicating each bus stop and bus route or prepare a schedule of bus stops and an itinerary of bus routes to be used in conjunction with a district map. The administration may create additional bus stops at child care/baby-sitting locations when, in the opinion of the administration, the additional stop is necessary for the child's/children's safety.</p> <p>The Superintendent or his/her designee shall maintain such records and make such reports regarding school transportation as are required by the State Board of Education.</p> <p>A student is under the authority of the school while riding on a school bus. The student is directly under the supervision of the school bus driver or other person designated by the school authorities while enroute to or from school as a school bus passenger. As part of citizenship training every teacher should stress good conduct and care of property while waiting for or riding a school bus.</p> <p>A student who does not respect the rights of others shall be disciplined and may be suspended from riding the bus for repeated discipline infractions or a single major discipline infraction (including, but not limited to, those that could result in physical harm to passengers or drivers or destruction of property, smoking, striking matches, improper opening of doors, throwing objects, fighting, etc.).</p> <p>The school bus driver shall be responsible for the safe operation of the vehicle and for the safety and discipline of students while they are being transported.</p> <p>The school administrator is responsible for the investigation of any reported incident and if necessary, the discipline of the students. A student may be suspended from bus transportation by the principal for disciplinary reasons in which case the parents are responsible for the pupil's transportation.</p>
<p>4. Guidelines</p>	<p>A roster of students will be supplied to each bus driver. It is the bus driver's</p>

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<p>SC 1362</p> <p>Title 22 Sec. 23.4</p>	<p>responsibility to assure no student rides his/her bus who is not listed on the roster, unless a student presents a valid bus pass.</p> <ol style="list-style-type: none"> 1. There will be no changes between morning and afternoon kindergarten classes. 2. All non-public students will be required to register at the district office, or via a letter that includes their telephone number, before July 31 <u>June 30</u>, for the following school year. 3. No students will be transported to baby-sitters and/or day care facilities outside the attendance boundaries of the district. 4. Bus stops will be located at a walking distance of no more than one mile for elementary students and one and one half miles for secondary students from the point where the student's driveway intersects with a public road. The School Code of 1949, as amended, permits bus stops at a distance of no more than a mile and half from the student's driveway. 5. Bus stops will be designated on an annual basis through the scheduling process. <p><u>Bus discipline:</u></p> <ol style="list-style-type: none"> 1. First Incident: If a student misbehaves while riding on a school bus, the student shall be informed by the bus driver or by an administrator that such behavior is inappropriate and constitutes a safety hazard for everyone on the school bus. 2. Second Incident: If a student misbehaves while riding a school bus, the principal of the school which the student attends shall be given a bus behavior notice, stating specifically the nature of the misconduct and signed by the bus driver within one school day of the incident. The principal shall then talk with the student concerning the incident. Within three school days or as soon as possible, the principal shall send a letter to the parents or guardians of the student, indicating the next infraction of the safety regulations may result in the loss of the privilege, either temporarily or permanently, of riding the school bus. Copies of the letter shall be sent to the bus contractor, the bus driver, and the transportation supervisor. 3. Third Incident: If a student misbehaves while riding a school bus, the principal of the school which the student attends shall be given a bus behavior notice stating specifically the nature of the misconduct and signed by the bus driver within one school day of the misbehavior. The principal shall then talk with the student concerning the incident. After an investigation by the principal, the principal may determine the student is to be removed from the bus for a minimum of three (3) consecutive days for grades three through twelve. For grades kindergarten through two, the principal may determine the student is to receive school punishment or removal from the bus for a minimum of one (1)
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	<p>day. Within three (3) school days or as soon as possible after receiving the bus behavior notice, the principal shall send a copy of the bus behavior notice to the parents or guardians of the student, the bus contractor, the bus driver, and the transportation supervisor indicating the punishment that has been applied.</p> <p>4. Future Incidents: If a student further misbehaves while riding a school bus, the principal of the school which the student attends shall be given a bus behavior notice stating specifically the nature of the misconduct and signed by the bus driver within one school day of the misbehavior. The principal shall then talk with the student concerning the incident. After an investigation by the principal, the principal may determine the student is to be removed from the bus for a minimum of five (5) consecutive days for grades three through twelve. For grades kindergarten through two, the principal may determine the student is to receive school punishment or removal from the bus for a minimum of three (3) days. Within three (3) school days or as soon as possible after receiving the bus behavior notice, the principal shall send a copy of the bus behavior notice to the parents or guardians of the student, the bus contractor, the bus driver, and the transportation supervisor indicating the punishment that has been applied.</p> <p>4.</p> <p>5. Students who are removed from one school bus are denied transportation on all buses in the fleet for the length of the discipline period. This includes activity, field trip and late buses. <u>This includes transportation for activities and field trips.</u></p> <p><u>Reports of Employee Crimes/Child Abuse</u></p>
<p>SC 111 Title 22 Sec. 8.1 et seq 23 Pa. C.S.A. Sec. 6301 et seq.</p>	<p>A school bus driver shall not be employed until s/he has complied with the mandatory background check requirements for criminal history and child abuse and the district and contractor have evaluated the results of the screening process, except as otherwise permitted by law.</p> <p>District bus drivers and/or district transportation contract carriers shall be responsible to inform the district in writing at the beginning of each school year whether or not they or any of their employees:</p>
<p>SC 111</p>	<ol style="list-style-type: none"> 1. Have been charged, subsequent to approval as a district bus driver, with a criminal offense that would bar their employment as bus driver or contracted service providers. 2. Were charged with a crime deemed serious under the criteria established by law. 3. Have been charged with or convicted of crimes that affect their suitability to have direct contact with students.
<p>Pol. 504, 818</p>	<p>This responsibility is in addition to the requirement for clearances as required by law</p>

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	<p>including the Federal Criminal History Record; Act 34, Criminal History Background Check; and Act 151, Child Abuse Clearance that must be presented to the district when an individual is initially hired by the district or the contract carriers.</p> <p>The district and contract carriers shall have procedures in place to ensure they are notified by their employees when the employees are charged with crimes or child abuse. The procedures shall also include the provision that failure on the part of employees to make a timely notification shall subject them to disciplinary action, including termination.</p> <p>Contract carriers shall obtain the clearances required by law for all employees not less than one time every four (4) years.</p> <p>If any bus drivers have been charged as stated in this policy, the transportation contract carriers shall, in their written yearly notification, include the name of the employee, nature of the offense, and the status of the disposition. The district will review the information to determine if the employee shall continue to transport district students.</p>
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