Raymond School District Policy – EEA-R

STUDENT TRANSPORTATION SERVICES

REGULATIONS FOR STUDENTS RIDING SCHOOL BUSES

1. The driver is in full charge of the bus and the students. Students shall obey the driver promptly.

2. Students shall occupy the seat designated for them by the driver.

3. Students shall be on time at the point of pickup. The bus cannot wait for those who are not on time. If a student misses the bus, it is the parents' responsibility to transport the student to school. If the driver sees a pattern of tardiness, the driver will report it to their supervisor. The Transportation Supervisor will then report it to the SAU Administration.

4. Students living outside the walking limits to school are granted the privilege of riding the school buses to and from school.

5. In an effort to make the school day on the bus both enjoyable and safe, it will be necessary for bus students and parents to cooperate with the bus driver and the school in adhering to the rules and regulations that follow:

a. While waiting for the bus to arrive at the bus stop, please stand six (6) feet from the road edge. All students shall line up at the bus stop. As you load the bus, go to the appropriate seats.

b. Approach the bus only after it has come to a complete stop and the red lights are flashing.

c. Walk onto the bus with care and sit down. There shall be no more than 2 to 3 persons to a seat, depending on the size of the students.

d. Feet shall be on the floor and out of the aisle.

e. Hands and arms shall be kept out of the aisle and inside the windows.

f. Musical instrument cases must be placed in the area designated by the bus driver.

g. Standing in aisles or jumping on seat areas is prohibited at all times.

h. Students are to remain seated until the bus reaches school, your home, or other designated area and the bus comes to a complete stop.

j. Talking should be limited to those in your seat. Please refrain from loud talking, whistling, shouting, or singing. Remember: unnecessary noise is distracting to the driver, and his/her main concern is your safety.

k. Once the bus is stopped, please depart in an orderly and polite manner.

THE ROLE OF STUDENTS AND PARENTS IN TRANSPORTATION

The following guidelines outline the expectations of students and parents as they relate to pupil transportation:

1. Riding the school bus is a privilege. This privilege may be temporarily denied or permanently revoked if misconduct of your child jeopardizes the safe operations of the school bus or the safety of the children riding this bus.

2. Parents are responsible for the safety of their children from the time they leave home in the morning until the time they board the school bus; and at the end of the school day from the time the school bus departs the loading/unloading area and the children reach home. Once the child enters the school bus, the authority lies with the bus driver and the School Administrator.

3. Students should leave home early enough so that they arrive at the designated school bus stop point five (5) minutes before the scheduled arrival time of the school bus.

4. Parents should be aware of their responsibility not only for their child's behavior while on the school bus, but also their responsibility for damage caused by their child(ren) to the property of others, including the school bus. When a child walks to and from the bus stop, and while he/she waits at the school bus stop, and when he/she walks home from the school bus stop at the end of the school day, he/she must show consideration and respect for the property of those citizens whose homes and places of business are located along these routes.

5. Parents, together with the child, should develop a route to and from the school bus stop, or school, which minimizes the exposure of the child to vehicular traffic. Shortcuts through isolated fields and woods or across streams or railroad tracks can often be dangerous. Entering of abandoned houses or deserted buildings by children on their way to or from school should not be condoned. Injuries incurred as a result of deviation from the normal route of travel may not be covered by school insurance companies. The route should be direct and uninterrupted.

6. Parents should walk with younger children to and from the school bus stop, using this opportunity to teach the child(ren) proper pedestrian practice. If the parents cannot accompany their child(ren), arrangements should be made, if possible, for older children (brother, sister, or neighbor) to escort the younger children to and from the school bus stop or school.

7. Parents should develop in their child(ren) an awareness of the molestation (personal harassment) problem. Encourage children not to accept candy, soft drinks, money, toys, or rides from strangers or to associate with anyone they do not know. If your child is confronted with these problems on his/her way to or from school, he/she should tell you or his/her teacher as soon as possible. This is a situation that should be referred to the police.

8. Parents should realize that weather determines how a child is to be dressed. Encourage your child to wear the type clothing that will not only keep him/her warm and enable him/her to see where he/she is going, but also permit him/her to be seen. If the child(ren) cannot be seen by the drivers of vehicles, they are in danger. For example, white clothing is difficult to see in snow, but makes one clearly visible at night. If the weather is inclement, the child should be dressed for the occasion and leave a few minutes earlier than his/her normal starting time in order to reach the school bus stop or school safely and on time.

9. In the event that inclement weather requires the school to open late, close early, or be cancelled, the Superintendent will notify the media outlets listed below. The Raymond School District also activates an automatic call and email notice to notify parents of school closings, delayed openings, early releases due to weather, and any emergency situation.

   Internet: www.sau33.com, www.wmur.com,

   Television Stations: RCTV Raymond Channels 13 and 22, WMUR Manchester Channel 9

10. The application of common sense is the best method of determining the role of the parents regarding the safety of children traveling to and from school, either as a passenger on a school bus or as a pedestrian.

OPERATION OF THE SCHOOL BUS SYSTEM

1. Bus routes/stops shall be established by the bus company's Transportation Coordinator in conjunction with the school and SAU administration and be subject to approval by the School Board. Routes will be over the most direct roads practicable for bus travel to serve those entitled to transportation service. Where an alternate route may be selected without sacrifice to efficiency or economy, preference will be given to that route serving the larger number of pupils more directly. Routes will be designed to employ as nearly as practicable the full carrying capacity of each bus trip. New routes will be established only when full capacity of the trips on existing routes has been reached or is imminent.

2. Bus schedules shall be established by the bus company's Transportation Coordinator and school administration under the direction of the Superintendent and be subject to Board approval. The purpose of bus scheduling shall be to achieve maximum service with a minimum fleet of buses consistent with rendering reasonably equal service to all patrons. The measure of service rendered shall be the total time between leaving a bus stop in the morning and returning thereto in the afternoon on a regular bus trip. To the greatest extent possible, routes will minimize and balance the time students spend on buses.

3. Bus stops shall be established by the bus company's Transportation Coordinator and school administration under the direction of the Superintendent and subject to Board approval. The operator may not permit drivers to load or unload pupils at other than authorized bus stops. Priority in distance to stops will be given to younger children to the greatest extent possible.

4. Authorized bus stops shall be located at convenient intervals in places where pupils can be loaded or unloaded, cross highways, and await arrival of buses with the utmost safety permitted based upon highway conditions, terrain, and visibility. The number of bus stops on each trip shall be limited, consistent with the policy, so as to enable buses to maintain a reasonable timetable and schedule.

5. The process of establishing routes/stops is as follows:

   a. The bus company's Transportation Coordinator obtains student enrollment list, usually in early July.
   b. The bus company's Transportation Coordinator and drivers meet, evaluate past year's routes and stops, find houses of new students, and draft a route/stop proposal.

c. Proposal is reviewed with the Superintendent and/or Principals.
d. In August, a final draft of bus routes will be posted on the District website upon receipt from the bus company. This final draft is reviewed at the next School Board meeting. Action to approve the roster of routes/stops is taken by the School Board.
e. Late registrations and other factors may necessitate alteration of newly established and publicized routes and stops.
f. The bus company's Transportation Coordinator reviews routes/stops and requests. Approval of any changes requested is reviewed at the first School Board meeting in October.

6. Students entitled to transportation service will be assigned to a school bus and will be expected to adhere to the assignment. Parental requests for changes in a child's regular bus assignment should be sent in writing to the Superintendent. Bus assignment changes will be made based on the following criteria:

    a. Requests must be written by a parent or guardian and submitted to the Superintendent. The *Bus Stop Change Request Form* is available on the District website or at any school for this purpose.
    b. Space must be available.
    c. If the bus company's Transportation Coordinator perceives a safety concern or if there is agreement that a change or addition to the route/stop is justified, the Coordinator will immediately make the change. Change in a student's regular bus assignment may be approved for the year, the half year, or the quarter. Changes for shorter periods will not be honored.
    d. If the bus company's Transportation Coordinator opts to deny the request, the full Transportation Committee then reviews the request before a final decision is made.
    e. Emergency situations or one-day changes may be authorized on a case-by-case basis by the Principals. Any such one-time change must be requested in writing and in advance by the parent/guardian. The Principals will coordinate the change directly.

7. Appeal Process

    If the bus stop change request is not approved, the petitioner may appeal the decision to the School Board:

    a. Petitioner completes a *Request for Inclusion on the School Board Agenda* (available on the District website or at the SAU Office) and submits the request for appeal to the Superintendent.
    b. The School Board hears the appeal as part of its next available agenda.
    c. The School Board makes a decision route/stop in question after hearing all available information.

Statutory Reference:
RSA 189:9
RSA 189:6-8

Adopted:
Revised: October 20, 2021
Revised: February 21, 2024