

## **TRANSPORTATION**

### **A. Definitions**

1. "School transportation" means the procedure, program, or fully effective and implemented plan by which a pupil is conveyed to and/or from school from his/her residence or the bus stop at public expense, whether by use of publicly owned equipment or by contract. Such transportation shall be over public roads approved by the municipality or private roads approved pursuant to C.G.S. Section 10-220c.
2. "Walking distance" means the linear measure of a prescribed or authorized pedestrian route between the pupil's residence and his school from a point at the curb or edge of a public or private road nearest the pupil's residence to a point at the entrance of the school, or a safe entrance to the school grounds located within one hundred feet of the school building entrance or the bus pick-up area, or the route from the point on the public thoroughfare nearest the residence to the school bus or vehicle embarkation point established by the Board of Education.
3. "One mile walking distance" means a reasonable measurement of a route to be traversed extending from the point of measurement at least 5,280 feet, but not more than 5,380 feet.
4. "Grade K" means kindergarten, or a school program appropriate to a beginning pupil.
5. "Hazard" means a thing or condition, as prescribed in these guidelines, affecting the safety of pupils walking to and from school, or a designated bus pick-up area; a possible source of peril, danger, duress or difficulty (cf. Webster), exposure to molestation or attack considered morally degrading or physically harmful.
6. "Raised walk area or sidewalk" means a portion of the landscape right of way at least three feet wide, usually parallel to the traffic lanes which may be paved or unpaved; distinguished by some elevation above the street pavement level and marked by curbing, drainage ditch, grass area, fencing; apart from and independent of any white line safety markings along the street pavement.
7. "Pupil" means any individual for which the Board has the responsibility to provide educational services.

### **B. Eligibility for Transportation**

1. Any town resident under 21 years of age who is not a high school or vocational school graduate, including those attending a state vocational/agricultural school, shall be eligible for transportation as per Connecticut General Statutes.
2. Pupils possessing physical handicaps and/or health conditions rendering them unable to walk to either the bus stop or school, as determined by their physician or the school medical advisor, shall receive appropriate transportation.

**Transportation** (Continued)

**Eligibility for Transportation** (continued)

3. Transportation of special education pupils shall be provided in accordance with applicable statutes.

**C. Hazardous Conditions**

1. Maximum walking distances from home to school or to a prescribed bus stop are the following:
  - a) Pupils enrolled in grades K-4, one mile
  - b) Pupils enrolled in grades 5-12, one and one-half miles
  - c) Any walking route to either the bus stop or the school which is in excess of the above distances shall be deemed hazardous
2. A street or road having an adjacent or parallel sidewalk or raised walk area shall be deemed hazardous when any one of the following conditions exist:
  - a) For pupils under age twelve, or enrolled in grades K through 4, absence of pedestrian crossing light or crossing guard where three or more streets intersect; and at street crossings where there are no stop signs or crossing guards and the traffic count during the time that pupils are walking to or from school exceeds sixty vehicles per hour at the intersection;
  - b) For pupils twelve and over, or enrolled in grades 5 through 12, the absence of a traffic light or stop signs or crossing guard where three or more streets intersect and has a traffic count which exceeds ninety vehicles per hour during the time that pupils are walking to or from school;
  - c) For all pupils, any street, road or highway with speed limits in excess of forty miles per hour which do not have pedestrian crossing lights or crossing guards or other safety provisions at points where pupils must cross when going to or from school or the bus stop;
  - d) For all pupils, the usual or frequent presence of any nuisance such as open man-holes, construction, snow plowed or piled on the walk area making walkways unusable, loading zones where delivery trucks are permitted to park on walkways, commercial entrances and exists where cars are crossing walking areas at speeds in excess of five miles per hour, and the like, including such nuisance which is hazardous or attractive to children.
3. Any street, road, or highway which has no sidewalks or raised walk areas shall be deemed hazardous if any one of the following conditions exist:
  - a) For pupils under age ten, or enrolled in grades K through 4, any street, road or highway possessing a traffic count of sixty or more vehicles per hour, or posted speed limit greater than 25 m.p.h, at the time that pupils are walking to or from school;

**Transportation** (Continued)

**Hazardous Conditions** (continued)

- b) For pupils over age ten, or enrolled in grades 5 through 12, any street, road or highway possessing a traffic count of ninety or more vehicles per hour, or posted speed limit greater than 35 m.p.h., at the time that pupils are walking to or from school;
  - c) For all pupils, the presence of man-made hazards including attractive nuisances, as stated in number 2, above;
  - d) For all pupils, any roadway possessing a traffic count in excess of fifty (50) vehicles per hour at the time pupils are walking to or from school that does not have a minimum width of eleven (11) feet per lane of traffic.
  - e) For all pupils, any roadway possessing a traffic count in excess of fifty (50) vehicles per hour at the time when pupils are walking to or from school that, when plowed free of snow, does not have a minimum width of ten (10) feet per lane of traffic.
4. Any street, road, or highway which has not sidewalks or raised walk areas shall be deemed hazardous when the line-of-sight visibility together with posted speed limits do not permit vehicular braking/stopping in accordance with the Connecticut Drivers Manual or Department of Transportation, Division of Design.
  5. Any walkway, path, or bridge in an area adjacent or generally parallel to railroad tracks shall be considered hazardous unless a suitable physical barrier along the entire pedestrian route is present and fixed between pupils and the tracks, and any crossing of railroad tracks that carry moving trains during hours that pupils are walking to or from school shall be deemed hazardous unless,
    - a) a crossing guard is present;
    - b) an automatic control bar is present at crossing used by pupils.
  6. A lake, pond, stream, culvert, water-way, or bridge shall be deemed a hazard in the absence of a fence or other suitable barrier fixed between the pupil and the water.
  7. Any area adjacent to a roadway, walkway, sidewalk, or bridge having a drop of three or more feet per four feet of travel length on either side of the established lanes, without a fence or other suitable barrier shall be deemed hazardous for pupils.
  8. Any street, road, walkway, sidewalk, or path designated as a walking route for all school pupils which passes through an area which has a history of aggressive acts of molestation resulting in actual or threatened physical harm or moral degradation during the hours when pupils ordinarily walk to or from school shall be deemed hazardous.
  9. These guidelines are applicable to private roads approved for passage of school transportation vehicles in accordance with C.G.S. Section 1-220c.

**Transportation** (Continued)

**Hazardous Conditions** (continued)

10. The Board of Education may grant an exception to any provision of these guidelines wherein a peculiar condition or combination of conditions renders such condition(s) a hazard based upon reasonable judgment or the alternatives available for resolving any of the above-stated conditions create a greater hazard for the students involved.

**D. Other**

1. Travel Time

Except in extenuating circumstances, travel to or from school shall not exceed one hour.

2. Late Buses for After-School Activities

Late buses may be provided as a convenience for students participating in after-school activities. If they are budgeted and provided, the intent is to bring students to the vicinity of their homes but mileage requirements of this policy are waived. Parents are responsible for picking up students from designated drop-off points.

3. Students may ride only the bus to which they are assigned unless given specific release via a note signed by a parent or guardian and approved by a school administrator.
4. Permission for a morning or afternoon bus change for a kindergarten student may be granted for a change of residence, day care provider, family emergency and like requests. Birthday parties, play groups, and other like requests can not be permitted on kindergarten runs due to limited bus seating.
5. Students eligible for transport will be transported to/from one of: a) their residence, b) designated bus stop, or c) another permanent, regularly scheduled bus stop within the Town as designated by the majority student or the student's parent/guardian. The intent of this provision is to accommodate the daycare needs of the students and parent/guardians without compromising the District's need to transport students in an efficient manner.

**Transportation** (Continued)

**Other** (continued)

6. Children assigned to the morning kindergarten session will board the bus with other elementary pupils using the neighborhood bus stops. At the conclusion of the morning session, they will leave the school building and be returned to a stop as close to their home as possible.

Children assigned to the afternoon kindergarten session will board the bus at a stop as close to their home as possible. At the conclusion of the afternoon session, kindergarten pupils will board the regular elementary bus and be discharged at the neighborhood stops.

7. Kindergarten students will not be dropped off from the bus, at either a neighborhood or home stop, unless a parent or guardian is present at the bus stop to greet them.

**E. Duties of the Superintendent**

The Superintendent of Schools or a designee shall be responsible for administration of Board policy. This shall include:

1. Determining eligibility
2. Establishing and publishing routes
3. Establishing and enforcing a bus code of behavior
4. Preparing information for the Board Transportation Committee in case of appeals from his/her decisions.

**F. Appeals**

Any parent, guardian, student at majority, emancipated minor, or any agent or officer whose duty it is to compel the observance of the laws concerning school transportation may file a complaint in the following manner:

1. Discuss the matter with the coordinator of transportation or designee.
2. If no resolution is reached under (1) above, discuss the matter with the principal of the school to which the student is assigned.
3. If no resolution is reached under (2) above, discuss the matter with the Superintendent of schools. The Superintendent may refer the matter to the Board's Transportation Committee for advice.

**Transportation** (Continued)

**Appeals** (continued)

Any parent, guardian, student at majority, emancipated minor, or officer whose duty it is to compel the observance of the laws concerning attendance at school, who believes that the Superintendent, or his/her designee, is not furnishing school accommodations, by providing transportation to himself or herself or to his/her child in a manner consistent with the laws of the State of Connecticut or the guidelines pursuant to this policy may, in writing, request a hearing before the Board to specify to the Board the manner in which the Superintendent has so failed to furnish such accommodations.

The Board, or a subcommittee thereof, shall hold a hearing within ten (10) days following receipt of such a request in compliance with the provisions of the Connecticut General Statutes.

**G. Drivers**

1. All drivers shall be certified as bus drivers by the State of Connecticut.
2. If the Superintendent requests in writing the removal of a driver from runs in East Lyme, whether permanently or for a short-term suspension, the contractor will comply without requiring reasons.
3. No smoking shall be permitted on any bus.
4. A driver may not refuse transportation to a student designated as having the privilege of riding nor may a driver discharge any student enroute. Transportation may be denied a student by a school administrator as per Connecticut General Statutes.
5. Drivers shall not provide transportation aboard District operated vehicles other than to students on their way to or from school or related activities, unless authorized by the Board of Education or the Superintendent or his/her designee.
6. School busses or vans shall not be operated for personal use.

Ref. Policy 5131.1 -- Bus Contract

Regulation approved by the Board:	November 25, 1996	EAST LYME PUBLIC SCHOOLS
Regulation revised by the Board:	July 15, 2002	East Lyme, Connecticut
Regulation revised by the Board:	April 29, 2008	