

BUS ROUTING & PLANNING FOR GROUP STOPS

The Supervisor of Transportation and Assistant Superintendent for Management Services & Strategic Planning shall establish the District's bus routes. Authorized bus stops shall be located at appropriate intervals in places where students may embark and disembark the buses, cross highways, and await the arrival of buses in a safe manner.

Balancing safety considerations with efficiencies, the District shall maximize opportunities for group stops in accordance with typical walking distance protocols for different age levels.

1. **Limitations**: Authorized bus stops will be located at appropriate intervals in areas where students may be loaded and unloaded, cross highways, and await the arrival of buses with the safety allowed by road conditions.
2. **Fixed Stops**: Fixed bus stops will be established using the guidelines indicated below.
 - a. Generally, dead-end, cul-de-sac and narrow streets will not be serviced by school buses.
 - b. Temporary construction will be considered and adjustments may be made.
 - c. Whenever possible, stops will be at the intersection of two streets.
 - d. Numbers of students at bus stops will be varied according to the concentration of riders in an area, the degree of traffic, the presence of stop signs, speed limits, bus turnaround requirements, and temporary construction.
 - e. The appropriate number of students that a stop will safely and adequately hold will be scheduled per stop.
 - f. Walking distances to pick-up points may be varied according to grade level.
 - Grades K–4 may be required to walk up to three-tenths (.3) mile.
 - Grades 5–8 may be required to walk up to one-half (.5) mile.
 - Grades 9–12 may be required to walk up to one (1.0) mile.
 - g. An effort will be made to minimize crossing of the road by students on those roads deemed by the Transportation Department to be unwise to cross.
3. **Side Roads**: Transportation will be provided on side roads that are maintained by Village, Town and/or County highway departments, unless the lack of maintenance makes it unsafe for drivers and students to be traversing these roads. Examples of unsafe conditions are flooding, road erosion, ice, snow, and mud.
4. **Private Roads**: Transportation will not be provided on roads that have not been dedicated and/or maintained by Village, Town, County and/or State highway departments.

5. Turnarounds: Turnarounds will not be established unless adequate space is available and this space is properly maintained.
6. The District shall use various tools to determine the transportation routes necessary to satisfy the needs established by New York State law, Board policy, and voter mandate. District maps and/or applicable software will show student location, loading and unloading locations, and routes traveled.

Reference: Education Law § 3635, Transportation

Cross-Reference: Policy 8411, Walking Distance to Bus Stop

Adopted: April 19, 2016