

STUDENT TRANSPORTATION SERVICES

Operation of the School Bus System

- A. Bus routes shall be established by the Superintendent, or his/her designee, in accordance with RSA 189:6 and 189:9 and subject to review 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.
- B. Insofar as educational requirements permit, school schedules shall be adjusted to allow maximum utilization of each bus in the system by alternating elementary and high school trips with the same fleet of buses. Private school trips will be integrated with public school trips where possible.
- C. Bus schedules shall be established under the direction of the Superintendent's office, or its designee, 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.
- D. Bus stops shall be established under the direction of the Superintendent's office, or its designee, and in cooperation with the bus drivers. The driver may not permit loading or unloading of pupils at other than authorized bus stops.

Authorized bus stops shall be located at convenient intervals in places where pupils may be loaded and unloaded, cross highways and await arrival of buses with the utmost safety permitted by highway conditions.

The number of bus stops on each trip shall be limited, consistent with the policy stated as to service, so as to enable buses to maintain a reasonable average speed unless otherwise authorized by the Superintendent.

- E. Whenever a partially loaded bus can provide services to children who reside along an existing route, the building principal may authorize service to young children (K/T/1st grade) and children of special needs at his/her discretion. Services should be prioritized to the youngest children living the furthest out.
- F. In the interest of safety and maximum effective performance of duties, school district employees will not permit their non-school age children to accompany them or ride on a school bus, while engaged in the accomplishment of their assigned work.

- G. The aisle of any school bus is to be unobstructed at all times. Objects directly related to a school program such as but not limited to musical instruments, books, athletic equipment, and tools shall not be placed in the aisle. If skis and related equipment are carried on buses, they shall be secured.
- H. The transporting of all elementary through high school students to or from school, as well as to and from school-related activities (field trips and sporting events) must use a school-approved mode of transportation.
- I. Student drop-offs returning from sporting events or field trips are to be kept to a minimum. All students disembarking at these stops need to have written permission from their parents or guardian.
- J. Students playing sports may obtain a season pass allowing them to be dropped off at a particular location. The pass is to be kept at the Athletic Director's office. Coaches are responsible for knowing which students have these passes.
- K. All departments will follow these rules unless otherwise specified by the SAU #9 Superintendent or designee.

Adopted by Conway School Board - November 10, 1997

Revision Adopted - August 24, 1998

Revision Adopted - June 28, 1999

Revision Adopted - December 10, 2001

Reviewed with no change – February 5, 2004 and October 2, 2007