

## EXCEPTIONS TO REGULAR STUDENT TRANSPORTATION

P8412

The District will comply with the applicable provisions of Education Law (Section 3635) and Commissioner's Regulations in transporting students between the student's residence and school. Exceptions to this transportation requirement shall be limited by this policy in order for the District to provide the maximum safety in its student transportation program.

Requests for exceptions to the general rule of transportation from the student's primary residence and return must be presented in writing to the Building Principal and may be approved by the Supervisor of Transportation only under the following circumstances:

1. For students in grades Kindergarten through grade eight, regular transportation will be provided between the school a child attends and one child care location other than the child's primary residence as follows.
  - a. Transportation may be approved for any child care location located within the attendance area of the school building the child attends. Requests for transportation to a child care location outside the school building attendance area will be approved only for child care centers licensed pursuant to Section 390 of NYS Social Services Law where such child care location has filed, by August 1st of any given year, a copy of such license with the Supervisor of Transportation and has agreed to make an adult available to meet school buses picking up or discharging pupils at District designated bus stops.
  - b. Requests for transportation between the school building of attendance and a child care location must follow the same schedule each week for transportation between that child care location or the primary residence and school. Requests for transportation to more than one child care location, to more than one primary residence or according to schedules that differ from one week to the next will be denied.
  - c. Requests for transportation between school building of attendance and an approved child care location made by the 2nd Friday in July will be implemented on the first day of school. Requests for such transportation received after the 2nd Friday in July will not be approved to begin prior to the third Monday in September.
  - d. The District will consider requests for changes involving primary residence, child care location or weekly child care schedule provided such changes can be made without altering previously established bus routes. Change requests must be made to the building principal in writing with approved changes to be implemented on the first Monday following a five school day period for review.
2. Requests for after-school transportation by secondary school students to places of employment located in the district may be considered if the request is endorsed by the Parent(s) or guardian(s). Such request may be honored only when such changes can be made without altering previously established bus routes and there is space available on an existing bus route.
3. The Building Principal will have responsibility for responding to all requests for special transportation. The school cannot be responsible for transporting to or from sites other than those described above. Exceptional transportation in emergency circumstances must be requested in writing. Transportation to non-school activities or for socialization purposes will not be considered. The Building Principal is responsible for verifying the availability of a scheduled route and for informing drivers of any exceptions to daily transportation requirements including the name, address, and telephone number of the approved new location to which a child is to be transported. In order to assure compliance with the District's responsibility, bus drivers will not accept

directions for emergency change in transportation from anyone except the Superintendent, Assistant Superintendent, Building Principal, the Supervisor of Transportation or his/her designee.

Revised January 2008

Renumbered from P7315 – September 2015