

Also EEA, EEAE & JICC

TRANSPORTATION POLICY

In an attempt to provide the safest, most effective, and efficient transportation service the Andover School Board has approved the following related transportation policy.

Students using District transportation must understand that they are under the jurisdiction of the school district from the time they board the bus until they exit the bus.

Pupils transported in a school bus shall be under the authority of the District and under control of the bus driver and/or district designee. Disorderly conduct or refusal to submit to the authority of the driver shall be sufficient reasons for a pupil to be denied the privilege of transportation.

The driver of the bus shall be held responsible for the safety and orderly conduct of the pupils being transported.

The Principal, in consultation and with the approval of the Andover School Board, will develop rules and regulations for conduct on buses. These rules and regulations shall be printed in the Parent-Student Handbook provided to students and parents at the beginning of each school year and posted on the website.

Resolution of Conflicts

A parent who wishes to request a change or exemption from any of the Student Transportation policies shall direct the request first to the Principal of AEMS. If the parent is not satisfied by the ruling of the Principal, he or she may appeal the ruling within five (5) days to the Business Administrator. If the parent is again not satisfied by the ruling, he or she may appeal to the Superintendent within the next five (5) day period. As a last appeal, the parent may request to appear before the School Board.

Boundaries – The District will not cross town or other district boundaries when transporting its students. However, it may occasionally be necessary to cross over and back to pick up students.

Walk Zones – The District has established a walk zone of 1.5 miles for all students K-8 walking to school.

The walk zone measurement is determined by starting where residence driveway meets a public road, or at the exit of a private housing community, and ends at the front door of the school. Students will not be required to walk more than 1 mile to a designated bus stop.

Revision of the walk zones may result in some students walking who had previously been transported. Should parents residing in a walk zone wish to have their child transported, their request must be submitted in writing to the school board. Approval of such request will result in the child walking to the nearest bus stop for pick-up. There will be no pick-ups inside a walk zone for direct transportation to school unless the School Board determines the present walk zone presents a safety hazard.

Hazard Zones – To ensure the safety of our children the Board has established the following hazard zones:

1. No student will cross Route 4.

2. Unless there is a sidewalk along major numbered highways, students will be picked up door to door.
3. The board may designate other hazard zones as appropriate.
4. No student will be dropped off at their stop (grades K-3) unless an adult is present to meet them.

Ride Time Limits – The District desires minimum ride time while providing safe transportation from home to school. Exceptions may result due to inclement weather or other unanticipated conditions which may cause ride times to be longer than desired.

Special Education Transportation – The District requires a ten (10) school day notice for all special education transportation requests and/or requests for changes to the Individual Education Plan (IEP) regarding transportation.

Pick Up Times – The District requires its students to be at the designated bus stop(s) a minimum of five (5) minutes prior to the scheduled pick up time. If student(s) are not present, the bus will not stop. The bus is not required, nor will it, return for a student who was not at the designated stop on time.

TRANSPORTATION SAFETY CODE/STUDENT CONDUCT

The Andover School District believes that there are basic traits all students need to possess in order to assure that their school environment is a safe and productive place. These traits include self-discipline, integrity, honesty, respect for others, kindness, compassion, courage to do what is right, good judgment, citizenship, and the accepting of responsibility for their own actions. The joint support of students, parents and administration are critical to the successful transportation of students. The District has adopted the following safety code for the students we transport.

Bus Conduct Warning Report – A student will receive a write-up for first time infractions of any of the following conditions. However, the severity of the violation may result in an immediate bus suspension from transportation benefits rather than a written warning.

Violation of safety rules includes:

Extending anything out bus window, standing or moving on bus while in motion; throwing anything on the bus or out of the bus; use of profanity, refusal to obey driver's instructions/requests, disruptive and/or inappropriate behavior or anything else that is deemed inappropriate by the Board.

In the event the student is issued a warning, the student will be given the write-up by the driver, who must have it signed by their parent/guardian and returned to the principal within two (2) school days. Failure to return the form may result in a bus suspension for five (5) school days. The decision to further discipline and/or suspend the student shall be at the discretion of the AEMS Principal for grades K-8 or the Business Administrator for grades 9-12.

If inappropriate behaviors are not corrected immediately, the student may be suspended from riding all school buses for a period of five (5) school days. Suspension from a school bus, may be longer and includes transportation to and from field trips and athletic trips.

Bus Suspension Report – A student who involves him/herself in any of the following behaviors may be suspended for a minimum period of five (5) school days from the bus:

Repeated violation of safety rules, bullying, harassing, injuring another student, fighting, hitting, slapping, disruptive horseplay, spitting, destruction of school equipment or private property,

drinking of alcohol beverages, smoking, etc. Restitution may be required for any damages incurred due to malicious behavior or vandalism before riding privileges are restored.

This list is not intended to be construed as all-encompassing. Other conditions or situations may arise that justify a write-up or other disciplinary procedures. It is our hope that a write-up will encourage the parent/guardian to work with the District to modify the child's behavior to avoid future bus suspension.

Discipline issues regarding transportation shall include compliance with the Safe School Zones Act, RSA 193-D:1-8.

Suspensions - All suspensions are immediate in accordance with RSA 189:9-a, and there will be no exceptions to the above rules. RSA 189:9-a states: "Notwithstanding the provisions of RSA 189:6-8, the superintendent, or a representative as designated in writing, is authorized to suspend the right of pupils from riding in a school bus when said pupils fail to conform to the reasonable rules and regulations as may be promulgated by the school board. Any suspension to continue beyond 20 school days must be approved by the school board. Said suspension shall not begin until the next school day following the day notification of suspension is sent to the pupil's parent or legal guardian.

- A. If a pupil has been denied the right to ride a school bus for disciplinary reasons, the parent or guardian of that pupil has a right of appeal within 10 days of the suspension to the authority that suspended this pupil's right.
- B. Until the appeal is heard, or if the suspension of pupil's right to ride the school bus is upheld, it shall be the parents' or guardians' responsibility to provide transportation to and from school for that pupil for the period of the suspension."

Please note that:

- Suspensions incurred at the end of one school year will be served at the beginning of the next school year.
- Students who are suspended more than twice for inappropriate behavior will face losing their bus riding privileges for the remainder of that school year. The superintendent of schools must make such a recommendation to the full school board on an as needed basis.
- Any parent or guardian so aggrieved by the denial of transportation privileges of his/her child may request a conference with the Business Administrator (753-6561). If the parent/guardian is not satisfied with the conference, they may appeal the suspension to the Superintendent of Schools (753-6561).
- Bus suspensions prohibit students from riding any school bus for the term of the suspension.
- Students may be assigned seats based on disciplinary measures or safety issues.

Legal References:

RSA 189:9a, *Pupils prohibited for Disciplinary Reasons*

Appendix: JICC-R & EEA-R

Board Approval: 5/18/11

3rd Read: 5/3/11

2nd Read: 1/4/11

1st Read: 12/7/10

