

# Lakeland Board of Education

Monitoring: <b>Review: Annually, in October</b>	Descriptor Term: <b>Scheduling and Routing</b>	Descriptor Code: <b>3.401</b>	Issued Date: <b>07/14/14</b>
		Rescinds:	Issued:

1 The transportation supervisor shall be responsible for surveying all bus routes and scheduling bus  
2 transportation, including the determination of bus stops and the assignment of students.

3 Appeals of transportation decisions shall be made to the superintendent.

4 Students shall not be in transit to and from school more than one and one-half hours each way.<sup>1</sup>

5 Upon being hired and at the beginning of each school year thereafter, every bus driver shall be given the  
6 policies and procedures relative to the transportation program.<sup>2</sup>

7 Once the official route is begun, stops shall only be made to take on, discharge or transfer students. Buses  
8 are not to make any nondesignated stops, except for emergencies, when transporting students.

9 No student may exit the bus at a destination other than that student's designated bus stop, **nor may any**  
10 **student ride a route other than their assigned route.** The superintendent shall develop procedures for the  
11 exiting of a school bus by a student at a point other than the student's designated bus stop after the  
12 dismissal of school. The procedures shall, at a minimum, require that a student whom a parent or  
13 guardian desires to exit a school bus at a destination other than the student's regular bus stop provide the  
14 bus driver with a signed note from the student's parent or guardian informing the bus driver of the change  
15 in the student's regular bus stop or bus route for that day. ~~that would allow a student to exit the school~~  
16 ~~bus at an alternative location. However, no student shall be allowed to exit the bus at a stop other than~~  
17 ~~the student's regular bus stop unless the student provides the driver with a signed note from the parent~~  
18 ~~or guardian informing the driver of the change in the student's bus stop for the day.~~ The driver shall turn  
19 the note over to the principal as soon as practical after the completion of the route.<sup>3</sup>

20 In the event that the driver finds it necessary for a student to exit the bus at a stop other than the student's  
21 designated stop in order to preserve the safety of other student passengers or the driver, the driver may  
22 remove the offending student from the bus provided that the driver secures the safety of the student for  
23 the uncompleted trip. A driver shall report to school authorities as soon as possible, but no later than the  
24 end of the route, any student refusing to obey the driver or exiting the bus without the driver's permission  
25 at a point other than the student's destination for that trip.<sup>4</sup>

26 Students who ride school buses shall attend the school designated unless the Board designates an  
27 alternate school. If a parent chooses to send his/her child to another school in the system, the parent  
28 must provide transportation to and from that school.

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## Legal References

1. TCA 49-6-2105

2. TCA 49-6-2118(b)
3. TCA 49-6-2118(a)
4. TCA 49-6-2118(c) & (d)