

Lakeland Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Scheduling and Routing	Descriptor Code: 3.401	Issued Date: 07/14/14
		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.¹

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

7 Once the official route is begun, stops shall only be made to take on, discharge or transfer students.
8 Buses 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 that
11 would allow a student to exit the school bus at an alternative location or ride a route other than their
12 assigned route. However, no student shall be allowed to exit the bus at a stop other than the student's
13 regular bus stop unless the student provides the driver with a signed note from the parent or guardian
14 informing the driver of the change in the student's bus stop for the day. The driver shall turn the note
15 over to the principal as soon as practical after the completion of the route.³

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

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

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)