

Miles from school will be determined by the Director of Transportation or designee in accordance with Oregon Administrative Rule (OAR) 581-023-0040(1)(e).

The district may use Type 10 School Activity Vehicles to transport students from home to school, school to home, and to and from district-sponsored activities.

The district may also provide transportation using federal funds<sup>2</sup> or through cooperative agreements with local victim's assistance units for a student to attend a safe district school<sup>3</sup> out of the student's attendance area for any student who is a victim of violent criminal offense occurring in or on the grounds of the school the student attends or the student attends a school identified as persistently dangerous. If there are no other schools within the district a student may transfer to, the district may establish a cooperative agreement with other districts in the area for a transfer. Transportation for students who transfer for such purposes will be provided in accordance with the agreement.

Students attending any private, parochial or public charter school under the compulsory school attendance laws will, where the private, parochial or public charter school is along or near the bus route, be provided equally the riding privileges given to public school students. Preschool students with disabilities who have transportation as a related service and children from birth to age three who are enrolled in an eligible program shall be provided home to school transportation.

A seat that fully supports each person and meets the minimum standards and specifications of law will be provided at all times. A person who weighs 40 pounds or less must be properly secured with a child safety system that meets the minimum standards and specifications established by the Oregon Department of Transportation under ORS 815.055. A person over 40 pounds or who has reached the upper weight limit for the forward-facing car seat must use a booster seat until they are four feet nine inches tall or age eight and the adult belt properly fits<sup>4</sup>. A person who is taller than four feet nine inches or eight years of age or older must be properly secured with a safety belt or harness that meets the requirements under ORS 815.055. In accordance with ORS 811.210 and 811.215 vehicles in excess of 10,000 pounds used for student transportation are exempt from statutory requirements unless they have been equipped with lap belts. Vehicles in excess of 10,000 pounds that have been equipped with lap belts must meet child car seat requirements as set forth in law.

School buses carrying students will be considered extensions of the school experience. All students using school transportation will abide by the code of conduct posted on each school bus or activity vehicle. Violations of such code, as well as other conduct which is improper or which jeopardizes the safety of self or others, will be reported by the school bus or activity vehicle driver to the Director of Transportation or designee. The Director of Transportation or designee will, as soon as possible, inform the appropriate district administrator of such occurrence. Violators may be denied use of transportation for a period of time as deemed appropriate by the district administrator and/or Director of Transportation.

District administrators or their designee shall ensure transportation officials and drivers receive notice of students having special medical or behavioral protocols identified in student records. Appropriate training related to specific protocols, including confidentiality requirements, will be provided to drivers.

Aides or assistants that ride a school bus shall receive training on emergency procedures and their role in the safe transportation of all students on the bus.

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<sup>2</sup> "Federal funds" means funds available through Title IV, Part A, and Title V, Part A.

<sup>3</sup> If there is not another school in the district to which students can transfer, districts are encouraged, but not required, to explore other appropriate options, i.e., an agreement with a neighboring district.

<sup>4</sup> "Proper fit" means the lap belt of the safety belt or safety harness is positioned low across the thighs and the shoulder belt is positioned over the collarbone and away from the neck.

The school bus or activity vehicle driver will be responsible for the school bus or activity vehicle at all times, from departure to return. The driver will not participate in any activities that might impair their driving abilities.

Bend-La Pine Schools will comply with all state and federal laws and regulations pertaining to school bus transportation.

Elementary students grades K-5 living beyond one mile of their attendance area school and secondary students grades 6-12 living beyond one and one-half miles of their attendance area school will be provided transportation by the district or, in specific situations, the district may consider the following:

- The district may pay mileage reimbursement, at a rate per mile that is determined by the district, to parents/guardians who transport their own students to school or to an established district-determined bus stop if:
  1. The student's residence is situated beyond the required distances from a school or bus stop as stated above when the student is attending their attendance area school; or if a magnet student is on a route that is cancelled; and
  2. The district determines the need.

### **Courtesy Rides**

Students who do not qualify for transportation as defined above may request a courtesy ride under the following procedure:

- After October 1 of each school year, a parent/guardian/staff member can submit a Courtesy Transportation Request form. The Courtesy Transportation Request form shall be submitted to the Transportation Department. The process for determining space for a courtesy ride may take several weeks.
- After November 1, the Transportation Director, or designee will evaluate the availability of seats for courtesy rides on transportation routes. The parent/guardian is responsible for getting the student to and from the stop safely. If capacity is available, the Transportation Department will notify the requestor. Stops will not be added to existing routes to accommodate courtesy riders.

If there are fewer available seats than requested, the Transportation Director, or designee will deliver the Courtesy Transportation Request forms and the number of available seats to the principal(s) of the schools on such routes. The principal(s) will determine which students shall be offered courtesy rides, taking the following into consideration, in no particular order:

- State-identified historically-underserved populations;
- Childcare access;
- Students with dual households;
- Other relevant factors in the discretion of the principal(s)

The Transportation Director, or designee will inform the requester of the determination. The determination of the principal(s) is not subject to review.

Students offered courtesy rides are not guaranteed courtesy rides for the remainder of the school year. Courtesy rides are subject to space and availability and may be terminated if space is no longer available.

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