

TRANSPORTATION PROCEDURES

Effective: October 2, 2012

The Northfield Town School District, according to statute, is not required to provide transportation services to all of its students. Nevertheless, to facilitate instruction, the Northfield Town School District will consider the provision of transportation services to all the students who reside within their respective districts, live beyond one mile from the school, and who are enrolled in programs offered by either the Northfield Town School District or the Randolph Technical Career Center.

It is the primary goal of this service to provide safe transportation to and from a pick-up/drop-off point near the student's primary residence to either one of the school buildings contained within the Northfield educational complex and/or the Randolph Technical Career Center. In order to achieve this goal, the Northfield Town School District requests that the superintendent develop a set of procedures governing bus service and discipline.

The atmosphere on the school bus sets the tone for the day for many of the students who attend the Northfield Town School District. Parents also have the right to expect for their children a consistently safe and timely ride to and from school. Similarly, the students have the right to feel secure in the knowledge that adults are working to ensure their safety and comfort. Students have the responsibility to act in a safe manner while on the bus. Finally, the Northfield Town School District has the right, through contractual arrangement with the transportation provider, to expect the same safe and timely ride it wishes to provide to its students.

Bus cameras are installed on all school district buses. These cameras are there to protect the student, staff and the bus drivers. Cameras are utilized during daily pick-up, transport and drop-off. They are also used during special event and sports travel. All camera footage is considered confidential and is to be viewed by administration and bus company officials.

Criteria will be set by the Transportation Director and the transportation provider to determine bus stops with consideration to the age of the students, distance to be traveled, bus capacity, condition of the road, and type of highway, including any safety concerns for the bus driver and passengers. Established routes and stops are determined by utilization of a minimum of 3 or more times a week. Occasional or temporary riders will be transported on a first come first serve basis and if the parent or guardian submits a written request to the school office(s). However, the ability to transport temporary or occasional riders is based on bus capacity at time of request. Drivers will not operate an over-crowded bus. Requests for changes to established routes must be made to the Transportation Director. The Transportation Director will work with the transportation provider to determine if the stop is feasible for the bus routes.

The operator of a school bus:

- a. Shall turn off the primary propulsion engine immediately upon arrival at student loading or unloading areas on school grounds and shall not restart the engine until the bus is loaded or unloaded and is ready to depart; and
- b. Shall not otherwise idle the engine for more than five (5) minutes in a sixty (60) minute period on school grounds.

Washington South Supervisory Union
Northfield School District

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The provisions of this rule shall not apply under the following conditions:

1. When the engine is required to operate special equipment for disabled persons;
2. When the engine is required to operate safety equipment other than lighting systems, such as windshield defrosters and the operation of the equipment is necessary at that time to address specific safety, traffic, health or emergency concerns; and
3. When the vehicle is being serviced and the operation of the engine is essential to the service being performed.