

REQUESTS FOR TRANSPORTATION OF CHILDREN

1. Private and Parochial School Students

- 1.1 Resident Students Living Within 15 miles of a Private School. The distance is measured using a school vehicle on dedicated roads.

Transportation provided to public school students will be offered equally to all resident private and parochial school children in like circumstances. Requests for transportation of students shall be made in the following manner:

- 1.11 All requests must be in writing to the Board of Education.
- 1.12 The deadline is April 1 of each year for transportation the following September. Requests must be made annually.
- 1.13 The deadline for requests from families who move into the District after April 1 of any year shall be within 30 days of arrival in the District.
- 1.14 Requests submitted after the above deadlines must contain an explanation for the delayed request.
 - 1.14.1 The Board of Education may deny any late request on the basis of tardiness alone, regardless of whether there is a bus route to the desired school, unless there is a compelling reason for the lateness.
 - 1.14.2 If there is an empty seat on an already existing bus route, the Board of Education may, at its discretion, grant the late transportation request.
 - 1.14.3 If there is no existing bus route to the desired school, the Board of Education is not required to provide transportation. The Board may, at its discretion, establish a route to that school.

1.2 Resident Students Living Beyond 15 Miles from a Private School.

Students, who wish to attend a non-public school and who live more than 15 miles from such school, may be provided transportation by the District under the following conditions:

- 1.21 Written requests must be made to the Board of Education in accord with the requirements for all transportation requests.
- 1.22 The school of attendance must be on an already existing bus route.
- 1.23 The District shall provide transportation only between a central pick-up point and the non-public school. The District shall not be responsible for provision of transportation between the student's home and the pick-up point.
- 1.24 The central pick-up point shall be the bus circle at the school building.

2.0 Temporary Transportation.

2.1 Injured Students

Students temporarily impaired in their ability to walk to school, and who live on an existing bus route but too close to school to be eligible normally, may request transportation during their convalescence. Such requests must be in writing to the Superintendent or his/her designee.

2.2 Destinations Other than the Student's Home Bus Stop.

Parents or guardians of a student may request that their child be transported to and from a location other than their legal residence for purposes of child care. Requests and permissions shall be directed to the Superintendent or designee, and must adhere to the following guidelines:

- 2.21 The requests must be in writing and signed by the parent(s) or legal guardian(s), stating the address of the destination and the duration of the arrangement.
- 2.22 The destination must be within the established transportation routes serving the school.
- 2.23 There shall be no additional transportation cost incurred by the District in granting such a request.
- 2.24 Requests for transportation to child care providers will be honored based upon seating capacity of the bus assigned to the route where the provider is located. It is understood that adding another bus to accommodate child care provider requests may not occur. Bus Routes already established will not be altered to honor requests.
- 2.25 Parents must send in written notes with their child for all occasional one-time changes in transportation.
- 2.26 The District will not permit daily changes in a child's transportation schedule for reasons other than child care unless an emergency exists.
- 2.27 Telephone requests will be honored only in extreme emergency situations.
- 2.28 The District will not be responsible for transporting eligible students to a resident located within the walking limitations established by the Board of Education.
- 2.29 The District will not transport students to child care providers or parents in residences outside the Town of Webb UFSD boundaries.

APPROVED: BOARD OF EDUCATION

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