## NON-INSTRUCTIONAL OPERATIONS

## Bus Routes

1. Routes to and from an attendance school building shall have designated stops with the provision that no stops will be established at less than the approximate following distances from an attendance building:
a. K-5 - One mile or more from school.
b. Grades 6, 7, 8 - One mile or more from school.
c. High school - Two miles or more from school.
2. Designated stops shall be made at approximately one-quarter mile intervals.
3. Bus passes shall be required when necessary for the proper administration of the transportation policy.
4. Students that reside at an approved route are expected to ride the specifically assigned bus to and from school. Exceptions to this rule may be allowed under the following conditions:
a. A prior written request from the parent and approved by the principal.
b. Written approval by the building principal shall be based on the merit of the individual request.
c. School-sponsored activities that occur immediately after school.
5. Every two years, a committee established by the Director of Transportation will meet and will review all walk areas for changes.

Revised: February 2016
October 2017
September 2019

