

## NON-INSTRUCTIONAL OPERATIONS

### Excess Seat Space

1. Students approved for excess space will walk to current bus stop, except where hazardous conditions exist.
2. Students may continue to ride unless space is needed for new students moving into qualified busing area. Students will be "bumped" giving consideration to age and distance.
3. Final determination on seat assignments will be made by the transportation manager or designee.

### DEFINITIONS:

**Potential Riders:** All students living in an approved bus route who may ride the bus on a given day.

**Capacity:** For the purpose of determining excess seating, 85% of seating capacity will be used. Seating capacity is the state definition of safe seating. This will provide for space growth of ridership from within approved routes.

**Safe Seating:** No school bus shall be operated unless passenger is provided with a safe seat of sufficient size to accommodate each passenger.

January 24, 1996

Revised: September 2019