

1                                   **STUDENT TRANSPORTATION SERVICES REGULATIONS**  
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3   **I.   DEFINITIONS:**

4       **“Hazardous Area/Unusual Hazard”** refers to a designated area that does not provide a safe  
5 walk path to/from the school during normal weather conditions. The walk path may include  
6 traversing a park on designated sidewalks, or alongside streets using either the established  
7 sidewalk or the grassy area that is protected by a curb (to distance vehicles from  
8 pedestrians). Traffic controls such as stop signs, traffic lights and pedestrian crosswalks are  
9 generally considered to be safe to use to cross a street for all grade levels. However,  
10 hazardous areas vary, and a street crossing or walk path may be determined to be unsafe. In  
11 addition, some hazardous areas may be mitigated by the addition of a crossing guard.

12       **“Walking distance”** is determined using the latest Geographic Information Systems (GIS)  
13 sidewalk data. ACPS utilizes the shortest path distance, excluding hazardous areas, when  
14 determining whether or not a student lives within a one-mile walking distance.

15       **“Qualifying Services or Accommodations”** indicates that a designated transportation  
16 requirement has been afforded to a student:

- 17           • By the student’s Individualized Education Program (IEP) or 504 Plan to provide the  
18 student with access to a Free and Appropriate Public Education (FAPE);
- 19           • In accordance with the McKinney-Vento Homeless Children and Youth (EHCY)  
20 Program to eliminate barriers to remaining in the student’s school of origin and to  
21 provide equal access to programs and activities; or
- 22           • To accommodate involuntary displacement of a student that impacts his/her ability to  
23 attend their school of origin.
- 24           • These criteria apply only to the student, and not to the student’s parents/guardians.  
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26   **II.   DETERMINATION OF TRANSPORTATION ELIGIBILITY**

27       ACPS provides transportation to students in grades K-8 living beyond a one-mile walking  
28 distance from the school they attend, or where there is not a walk path free from unusual  
29 hazards within a one-mile walking distance from the school.

30       ACPS provides transportation to students in grades 9-12 living beyond a one-and-one-half  
31 mile walking distance from the school they attend, or where there is not a walk path free  
32 from unusual hazards within a one-and-one-half mile walking distance.

33       ACPS reviews routes for unusual hazards in consultation with Health, Safety and Risk  
34 Management staff, the Alexandria police department and the Safe Routes to Schools  
35 Coordinator, and collaborates with City staff in the development of pedestrian and biking  
36 route enhancements and projects.

37 Ultimately, parents have the responsibility for their children’s routes to and from bus stops,  
38 schools, and home. ACPS recognizes that each student’s need is different, and encourages  
39 parents to provide supervision that is appropriate for the student’s age, maturity and  
40 conditions of their chosen route.

41 ACPS provides transportation to any student eligible for qualifying services or  
42 accommodations, as defined above.

43 ACPS does not provide transportation for students who have received an administrative  
44 transfer outside of their attendance zone, in accordance with Policy JC/JCD.

45 **III. TRANSPORTATION ASSIGNMENTS FOR ELIGIBLE STUDENTS**

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47 A. Bus Stop Assignments:

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49 Bus stops will be established at safe locations to service eligible student riders. Students  
50 eligible for transportation may be required to walk up to one-half mile to reach a bus  
51 stop. Busing and/or walking assignments will be determined by the Department of  
52 Transportation and provided to school administrations for dissemination to the  
53 parents/guardians of all students. The Department of Transportation will review bus stop  
54 assignments annually, prior to the start of each school year, and as needed throughout the  
55 year. Bus stop assignments will be reviewed for safety hazards and to assure the efficient  
56 use of buses.

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58 B. Bus Route Assignments:

59 Bus routes will be determined based upon the location of designated bus stops servicing a  
60 specific school. Bus routes consider the length of the bus ride for the longest riding  
61 student, which will not exceed one (1) hour in normal conditions for K-12 students and  
62 45 minutes for pre-K students, and will be designed for efficiency of school bus  
63 operations. Route assignments will be used to designate to which school bus or buses a  
64 student will be assigned. Bus routes and assignments are subject to change based on  
65 enrollment and/or the operational needs of the Department of Transportation.

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67 Established: April 26, 2018  
68 Revised: May 9, 2019

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71 Legal Refs.: 42 U.S.C. § 11301 *et seq.*  
72 42 U.S.C. §§ 12131-12134.  
73 Public Law 93-113 § 504.  
74  
75 Code of Virginia, §§ 22.1-78, 22.1-176, 22.1-221, 22.1-254.

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77	Cross Refs.:	EEA Student Transportation Services
78		EEAB School Bus Scheduling and Routing
79		EEAC School Bus Safety Program
80		GDP/IICAB Use of Private Vehicles for Transporting Students
81		GDQ School Bus Drivers
82		IICA Field Trips
83		IICA-R Field Trip Procedures
84		JB Equal Educational Opportunities/Non-Discrimination
85		JB-R Regulations Concerning Equal Educational Opportunities/Non-
86		Discrimination
87		JBA Section 504 Non-Discrimination Policy and Hearing Procedures
88		JBA-R Procedures for Section 504 Impartial Hearings
89		JC/JCD Student Placement
90		JC-R/JCD-R ACPS Student Placement Regulations
91		JCA Transfer Requests by Student Victims of Crime
92		JEC-R School Admission
93		JECA Admission of Children who are Homeless
94		JFCC Student Conduct on School Buses and at Bus Stops
96		JFC-R Standards of Student Conduct