

SOMERS CENTRAL SCHOOL DISTRICT

Transportation

SCHOOL BUS SCHEDULING AND ROUTING (BUS STOP EVALUATION)

**THE FOLLOWING IS A LIST OF GUIDELINES TO BE USED TO
EVALUATE BUS STOPS AND ROUTING BASED UPON
RECOMMENDATIONS FROM THE NYSED**

The Board of Education is responsible for the efficiency and economy of the school bus system as determined by the selection of bus routes and the scheduling of bus trips. The purpose of bus scheduling shall be to achieve maximum service with a minimum fleet of buses consistent with rendering reasonably equitable service to all patrons.

The Director of Transportation, under the direction of the Superintendent of Schools and in cooperation with district and contract transportation operations, shall establish bus routes over the most direct roads practicable for bus travel to serve those entitled to transportation service, subject to Board approval.

Where an alternate route or bus stop may be selected without sacrifice of safety, efficiency or economy, preference will be given to that route serving the larger number of patrons more directly. Routes will be designed to employ, as nearly as practicable, the full carrying capacity of each bus trip. New routes will be established when full capacity of the trips on existing routes has been reached or is imminent.

Parents are responsible for assisting children to get to their bus stop and home from their bus stop. The district is not required to provide a protected corridor from the students' home to the bus stop any more than it is to provide that service for students who do not ride buses and must travel from home to school/school to home.

The Director of Transportation must consider the following criteria in the establishment of bus routes:

1. Limitations: Every attempt will be made to keep bus routes to a length of no longer than 60 minutes. Authorized bus stops will be located at convenient intervals in places where students may be loaded and unloaded, and await the arrival of buses with the utmost safety allowed by road conditions.

2. Bus Stops: Bus stops will be established using the following guidelines:

a. Generally, cul de sacs, dead-end and loop streets will not be serviced by school buses. Whenever possible, stops will be at the intersections of two streets;

b. numbers of students at bus stops will be varied according to the concentration of riders in an area, the degree of traffic, the presence of stop signs, speed limits, and bus turn-around requirements;

c. Walking distances to pickup points will be reasonable and duly measured. The measurement will be no more than .5 miles from the location where the individual driveway meets the public road, to the actual bus stop.

d. Primrose children must be met at their bus stop by a parent or guardian for student discharge from the bus. Alternatively, the Primrose student may be met by a student of at least middle school age conditional on the written approval of the parent or guardian; and

e. Every effort will be made to minimize crossing of the road by students.

3. Private Roads: Transportation will not be provided on highways that have not been dedicated and/or maintained by town, county, and/or state highway departments. In certain cases a dedicated road does not mean that the buses will definitely travel the road.

4. Turnarounds: Turnarounds will not be established unless adequate space is available to turnaround without backing up. In addition, the space used for turnarounds must be properly maintained and kept to the absolute minimum.

5. Visibility: As recommended by the State Education Department, motorists need approximately 500 feet of visibility at 35 mph and 1000 feet at 65 mph. The district will take this in to consideration along with road conditions such as posted speeds, road surface, and slope. This does not mean that these sight distances are a requirement but they are one of many considerations taken when evaluating a bus stop.

6. Bus Stop Characteristics: There should be sufficient room for students to unload the bus safely and efficiently allowing them to move a minimum of 15 feet away from the bus. There should also be a distance of at least 15 feet for students to wait safely upon

arrival of the bus.

7. Proximity to Hazard: Hazard areas to be avoided whenever possible: Cliffs-rivers- high speed highways- 4-lane highway intersections-railroads-drug houses.

8. Activity buses: Buses which dismiss from school after the regular dismissals will cover an increased route and stops can and will be more limited.