



# Administrative Regulations

South San Antonio Independent School District

---

C – Transportation Management	CNA
Page 1 of 2	
Student Transportation – 2023	

The Transportation Department provides transportation for students according to the Texas Education Code (TEC). The Department of Public Safety, with the advice Texas Education Agency establishes safety standards for school buses used to transport students.

### **Transportation Department Procedures**

The Transportation Department publishes an operating procedures manual which contains information regarding expectations of employees, driver training requirements, driving regulations, driver assignment procedures and safety/emergency expectations. This handbook is maintained and updated as needed to reflect changes in District policy and state or federal laws or regulation.

### **Criteria for Eligible Student Riders**

Regular eligible student means a student who resides two or more miles from the student's campus of regular attendance, measured along the shortest route that may be traveled on public road, and who is not classified as a student eligible for special education services.

Parents/Guardians must submit a Student Transportation Request to the Transportation Department for any student to be approved to be transported by District buses. If the Transportation Department does not have an approved Student Transportation Request on file, students will not be allowed to enter the bus after five days.

### **Bus Stop Guidelines and Bus Stops**

Bus routes are created to enhance student safety while maximizing vehicle efficiency. Stops are created at locations that allow students to wait off the main roadway for the bus if possible. Stops are not placed in private gated communities, cul-de-sacs, or dead-end streets. Bus stops will be located at the corner of intersections. This applies to regular education students only. Special Program stops will have a consolidated bus stop such as elementary schools. Special needs stops are subject to different criteria.

A student who uses District transportation will board the bus at an authorized stop. Authorized stops will be designated annually by the District administration. Bus drivers will load and unload passengers only at authorized stops.

### **Hazardous Conditions**

The District administration will conduct an annual review of traffic conditions that could be deemed hazardous where students walk to school. The District administration will recommend the identified hazardous routes to the Board for approval.

### **Ineligible Students**



# Administrative Regulations

South San Antonio Independent School District

---

Transportation for students who are transfers from other districts are not eligible for bus unless they are students designated as McKinney-Vento. Transportation may be granted to students on a space available basis.