

Book: Brewster Central School District Policy Manual
Section 5000 - Non-Instructional/Business Operations
Title Student Transportation
Code 5710
Status: Active
Adopted: October 10, 2000
Last Revised: February 24, 2026, April 21, 2026

SUBJECT: STUDENT TRANSPORTATION

The Board of Education affirms its goal of providing a safe and economical transportation system for district students. Transportation shall be provided at district expense to those students who are eligible as authorized by the Board.

The major objectives in the management of the student transportation program shall include the following:

1. to provide efficient, effective and safe service;
2. to ensure that all students whose disability or distance from school requires them to receive necessary transportation do, in fact, receive it;
3. to adapt the system to the demands of the instructional program;
4. to maintain transportation vehicles in the best possible condition;
5. to review at least once a year school bus schedules and routing plans to ensure that maximum efficiency and safety are maintained; and
6. to review at least once a year the eligibility for transportation of students residing in the district, to ensure that all entitled to the services receive them.

The Superintendent of Schools shall be responsible for administering the transportation program. The program shall comply with all applicable laws, regulations and policies established by federal, state and local authorities.

School Bus Scheduling and Routing

The District Transportation Supervisor shall establish bus routes. Authorized bus stops shall be located at reasonable intervals in places where students may embark and disembark the buses, cross

highways, and await the arrival of buses in the utmost safety allowed by road conditions. The District may either mail schedules directly to parents or request that parents pick up schedules at the school. Should the District decide to post school bus schedules online, access to the schedules will be password protected.

Students enrolled in Pre-K and Kindergarten will not be released at their bus stop unless a parent/guardian or pre-arranged responsible party is present.

Parents and guardians of students enrolled in grades 1 through 5 shall be responsible to submit permission forms to the Transportation Department that indicate their preference for the release of their child at the bus stop. In the appropriate form parents will indicate if their student can be released at the bus stop without being met, or provide a list of authorized individuals to meet them. In the event a form is not submitted, the student will be returned to the school and will be required to be picked up by a parent/guardian or other authorized adult. This practice will continue until the form is received by the Transportation Department.

If parents/guardians submitted the aforementioned form in the previous school year, it will remain in effect unless a new form with alternate instructions is received by the Transportation Department.

Changes in Regular Bus Stops

Resident students attending district schools may be provided transportation to alternate sites after school, such as childcare or employment. The district will try to accommodate emergencies. Transportation to birthday parties, Boy or Girl Scout meetings, music/dance lessons, medical appointments, etc. will not be provided.

Students desiring transportation to an after-school job must complete the required forms, have them signed by a parent/guardian, submitted for the Building Principal's approval, and sent to the Transportation Office. These requests will be granted if there is room on the bus, if the stop is on an existing bus route, and it is at no extra cost to the district. Students will use existing bus stops unless approval for a new bus stop has been approved by the Transportation Supervisor.

Adopted 10/10/00

Revised: 7/11/17; 12/10/19; 3/21/23; 12/12/23; 2/24/26; 4/21/26

BREWSTER CENTRAL SCHOOL DISTRICT

