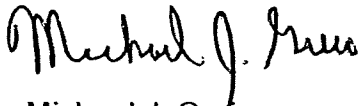


SCHOOL COMMITTEE POLICY  
NEEDHAM PUBLIC SCHOOLS

FILE

EE

Policy for:  TRANSPORTATION	Revision  2
Date Approved by School Committee:  July 8, 2008	Signature of Chair:  Michael J. Greis
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The goal of the Needham School Committee is to provide a safe, efficient, economical and punctual transportation program. In addition to this policy, the Needham School Committee abides by local Police Department ordinances and Massachusetts' laws and regulations governing school bus operation.

I. ELIGIBILITY

All children in grades kindergarten through six who reside more than two miles from the school they attend are eligible for free transportation services. Also eligible are students whose Individual Education Plan (IEP) or 504 Plan include transportation services, students admitted to a day school in another town under Chapter 74 Section 7 and who require transportation, and any other students eligible for free transportation under other state laws.

It is the objective of the Needham School Committee to provide a seat for ineligible riders on a space-available and funds-available basis. Ineligible riders are: Students in grades kindergarten through six who reside less than two miles from the school they attend and all students in grades seven through twelve who are not otherwise eligible for free transportation services. The Needham School Committee reserves the right to charge a transportation fee to ineligible riders. Fees will be approved annually.

Pupils who attend approved private schools will be entitled to the same rights and privileges as to transportation to and from school as are provided by law for pupils of Needham Public Schools and will not be denied transportation because their attendance is in a school which is conducted under religious auspices or includes religious instruction in its curriculum.

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II. RIDING LIMITS, ROUTES, AND BUS STOPS

Bus routes and bus stops will be established under the direction of the Superintendent in cooperation with bus contractors so that an authorized bus stop is available on a public way within a reasonable walking distance (not to exceed one-half mile) from the home of each student entitled to transportation.

Authorized bus stops will be located at intervals in locations where students may be loaded and unloaded, and await arrival of buses with the safety allowed by road conditions.

The Registry of Motor Vehicles (RMV) determines bus capacity and the District will adhere to RMV guidelines.

III. RIDERS

Bus Passes will be issued to all registered student riders. Bus Passes certify a student's eligibility to ride the bus, to guarantee a place on the bus and to identify registered riders. Students will ride only the bus to which they are assigned.

Unauthorized students are not permitted to ride buses. Requests for one child to accompany another on a bus to which they are not assigned are not permitted.

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#### IV. MEASURED DISTANCES

It is the policy of the Needham School Committee to measure distances from school to individual homes in the community when there is a question of eligibility that has not previously been resolved. The purpose of this measurement will be to determine whether the student meets the eligibility requirements outlined in this policy. The Needham School Committee reserves the right to measure the distances from school to home in those cases where qualifying distances are in doubt. Requests to measure for qualifying distances may be made by parents or by the school administration.

The measurements will commence at the location at the school at which buses board and discharge passengers, and will end at the intersection of the public way and the private way to the individual home.

#### V. RESPONSIBILITY

The school bus is an extension of the classroom. Students riding the school buses are subject to the Code of Conduct which appears in student/parent handbooks for that student's school. Bus Drivers are required to report misbehavior to the principal or their designee who will take appropriate disciplinary action in accordance with the handbook. Students who become a serious disciplinary problem on the school bus may have their riding privileges suspended by the principal or their designee. In such cases, the parents of the children involved become responsible for transporting their children to and from school.

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VI. USE OF BUSES FOR EXTRA-CURRICULAR ACTIVITIES

Needham Public School will provide transportation only for school-related extra-curricular activities and/or programs. Field trips will conform to guidelines established under Policy #IICA.

VII. COMPLAINTS AND APPEALS

Complaints and appeals concerning school transportation will be reported to the Superintendent's Designee. The Superintendent's Designee will work with parents to resolve and/or refer the concern/complaint to the appropriate authority or to the Superintendent.

LEGAL REFS: M.G.L. c. 71 sec. 68  
M.G.L. c. 71 sec. 37H  
M.G.L. c. 71 sec. 47  
M.G.L. c. 71B sec. 8  
M.G.L. c. 74 sec. 7  
M.G.L. c. 74 sec. 8A  
M.G.L. c. 76 sec. 1