

## **District: Guidelines for Routes**

The Missouri Department of Elementary and Secondary Education established criteria related to bus routing and bus stops for school districts and transportation providers' guidance. Rockwood adheres to the rules unless road conditions or safety concerns justify a variance. The criteria include the following:

- No stop should be within 500 feet of another stop.
- The school bus must be visible for at least 500 feet in each direction on a highway with no shoulder and a speed limit greater than 60 miles per hour. The bus must be visible for at least 300 feet in each direction on other roadways.
- Students living more than three and one-half miles from school must be provided transportation service. All students can be transported by local board decision.

Rockwood School District has established the following additional criteria for student transportation and bus route assignments:

- All regular routes should be established no later than August 1 of the new school year.
- Student information must be entered into Infinite Campus by the school office prior to assigning the student to a bus route.
- Route assignments for newly registered students after the start of a new school year will go into effect in one day or less.
- Student route changes will normally take no more than three days to implement and go into effect.
- Student eligibility for bus transportation is based upon distance from their school and the student's home. In general, students living one-half mile or more from their school are eligible for bus transportation. The district will provide kindergarten students through 5<sup>th</sup>-grade students who live beyond one-fourth mile from school bus transportation when road conditions are considered unsafe as determined by the Driver Development and Safety Supervisor and the Director of Transportation.
- Bus stops will be assigned at street corners where possible.

- Bus stops will be placed to minimize the possibility of a student being exposed to a known predator's (as defined by the State) residence. Bus stops will be located so students are not required to walk past a predator's home address.
- Kindergarten bus routes will provide home stops for students where road conditions allow sufficient room to operate a bus safely. Parents or guardians must be present when the driver is dropping off a kindergarten student at their bus stop. Drivers are required to take a kindergarten student back to their school if his or her parent or guardian is not visible at the stop and/or cannot be reached at their home phone by the dispatcher.
- Kindergarten students riding a regular elementary bus route are subject to the rules of the elementary route. It is the parent's responsibility to have a family member or another adult meet their kindergarten student at the bus stop when returning from school.
- Bus stop information will be available to parents, guardians, and students through the VersaTrans E-Link site.
- Bus routes shall not be published online for general public access due to security concerns. Schools will be responsible for distribution of routes on an as needed basis to their school community or secured Web site.
- CCL students will be transported from their home school to CCL usually one day a week. The CCL will identify afternoon transportation requirements for each student as one of the following: parent pickup, transport to home school for parent pickup or to walk home, transport to home school for Adventure Club, or transport to the student's regular bus stop.
- High School Zero Hour routes will be established with regional stops only. Regional stops will typically include another school, an intersection, or a subdivision entrance. Regional stops do not include home stops or multiple stops within a specific neighborhood.
- Bus driver assignment is based upon route and vehicle selection as determined by the bus driver's union rules.