

## TRANSPORTATION CRITERIA FOR ROUTES & BUS STOPS

**Route Guidelines:** Routes should be established so as to:

1. Avoid, whenever possible, left-hand turns when entering or exiting high speed roadways.
2. Not have students cross a multiple-lane road.
3. Minimize stopping on multi-lane roads, unless the bus can pull completely off the road.
4. Avoid, if possible, crossing railroad tracks.
5. Provide transportation to students who live within the distance specified for state funding or who would have to walk on a roadway declared unsafe by the Transportation Department.
6. Provide, whenever possible, no more than a thirty (30) minute one-way bus ride.
7. Deliver students to their school no more than thirty (30) minutes before school starts. It is desired that students arrive at school within ten (10) to twenty (20) minutes of starting time.
8. Normally, pick up students at school within five (5) minutes of dismissal, unless a delay is caused by a double run, or another guideline. In that case, students should be picked up within thirty (30) minutes.
9. Allow a minimum time between runs. Unless approved by the Transportation Director, all waiting time shall be on school property.
10. Not have buses travel down dead end roads, unless it is necessary within these guidelines and there is ample, safe area in which a bus can turn around without backing.
11. Fill each bus to rated capacity.
12. Have minimum overlap or duplication in bus routes serving the same school.
13. Avoid travel through mobile home parks or apartment complexes.
14. Avoid travel over speed bumps.

**Criteria for Bus Stops:** It is recommended that the Criteria for Bus Stops be as follows:

1. Bus stops will be frequent enough so students do not have to walk more than one (1) mile to and from the bus.
2. It is recommended that bus stops be located where students can be at least four feet away from the main roadway or wait on a side road or private driveway.
3. Where possible, buses will pull completely off the roadway to load and unload passengers.
4. Bus stops should allow at least 300 feet unobstructed visibility on 35 mile per hour roadways and 500 feet unobstructed visibility on 50 miles per hour roadways. If this is not attainable, a request for placement of a School Bus Stop Ahead sign will be forwarded to the appropriate jurisdiction.
5. Buses will travel into housing developments to pick up middle and high school students if any student must walk one mile or more or if there is no safe waiting area. School buses will travel into housing developments for elementary-age students if there are more than twenty children waiting along a 50 mile per hour roadway. Children may disembark at the development entrance during the take-home run.
6. When possible, stops should be located where no damage might occur to private property and when, in the opinion of transportation officials, the number of students waiting does not create unsafe conditions and/or situations. The District does not assume responsibility for students at the bus stop.

A safe waiting area is one of the following;

- (a) an area pre-determined by the developer or transit authority to be a bus waiting area.
  - (b) a sidewalk
  - (c) an area of ground adjacent to the stop that allows the number of children at the stop to stand comfortably and remain at least four feet from the roadway
  - (d) an area of roadway in the development that allows ample room for the children to stand.
7. Comply with State law, rules and regulations.