

## TRANSPORTATION

### 1. General

All policy related to regular transportation to and from Bellmore-Merrick schools is embodied in the School Bus Handbook which was adopted by the Board of Education.

Transportation to non-public schools is governed by Bellmore-Merrick transportation limits and New York State Education law §3635. This law requires parents to submit a written request for transportation yearly by April 1 for the next school year.

### 2. Medical Transportation

Transportation may be granted to a student whose physical condition is such that the family physician and school physician are in accord with the diagnosis that transportation is necessary, or when transportation has been approved by the Committee on Special Education.

### 3. Bus Attendants

Bus attendants shall be assigned to District-owned or contracted special education vehicles based upon specific recommendations of the Director of Special Education and approved by the Board of Education for individual students. Assignments of bus attendants shall be made for a specified time period as required to properly serve individual students under the jurisdiction of the Bellmore-Merrick Central High School District. In the absence of specific need, it is not necessary that an attendant be assigned to a special education school bus. In instances where the Bellmore-Merrick Central High School District shares vehicles with other school districts, this District shall not assume the responsibility for any portion of the cost of bus attendants assigned by such other school districts unless it is recommended by the Director of Special Education and approved by the Board of Education of the Bellmore-Merrick Central High School District.

### 4. Field Trips

a.) All student trips beyond New York City shall be approved by the Superintendent of Schools.

	Approved:	03/11/2015
	2 <sup>nd</sup> reading:	03/11/2015
	1 <sup>st</sup> reading:	02/04/2015
	Approved:	02/03/2010
	2 <sup>nd</sup> reading:	02/03/2010
	1 <sup>st</sup> reading:	01/06/2010
Adopted by the Bellmore-Merrick CHSD Board of Education:		03/01/2006
	2 <sup>nd</sup> reading:	03/01/2006
	1 <sup>st</sup> reading:	02/15/2006

b.) After Superintendent of School approval, a trip request for such transportation should be submitted to the Business Office for transportation approval. This should be submitted no later than two (2) weeks prior to the date of trip.

c.) A list of approved companies (airlines, railroads, buses) will be sent to the individual buildings for consideration.

d.) No companies other than those approved companies shall be used by students of the Bellmore-Merrick Central High School District.

e.) In the course of normal operations, no school bus should exceed 45 miles per hour.

f.) Regular (yellow) school buses can be used for field trips within the City of New York and in the Counties of Nassau, Suffolk, and Westchester. To the maximum extent practicable, such regular (yellow) school buses shall not be driven on limited access high speed highways, except with appropriate supervision. Coach type buses shall be used on longer, more-extended trips to the extent authorized by law.

g.) Building principals are to use parents as contact people to be called for field trip return information.

#### 5. Transportation – Use of Privately Owned Cars

Privately-owned cars may not be used for transporting students for school related activities. Privately-owned cars may be used in a medical emergency.

#### 6. Late Buses

**As an added service to all bus students, the District provides late bus service at each of its schools. The scheduled departure times of these buses varies with each building dependent upon their needs.**

**The District requires a minimum of five (5) students to route a late bus. The number of students riding late buses will be checked periodically. If the average number drops below five (5), the bus will be cancelled with five (5) days notice to students.**

**The late bus takes a route which encompasses the entire bus area of each school. The bus driver is given designated stops closest to make along this route which are not necessarily the same as the student's regular bus stop. Students are to get off at a stop closest to their home. A bus pass for any trip will entitle a student to ride on the late bus.**