
**CARROLL COUNTY PUBLIC SCHOOLS
ADMINISTRATIVE REGULATIONS**

BOARD POLICY EEAC: BUS ROUTE AND STOPS

A. Bus Routes

1. Bus routes and stops are established by the area supervisor assigned to the area. The transportation area supervisor shall design each route to maximize safety, adequacy, efficiency and economy.
2. Buses will be assigned to operate on paved roads only. Paved roads shall be considered those roads that are a minimum of twenty feet wide. However, because of established walking distances, not all paved road will be served by bus transportation.
3. Routes shall be planned to minimize or eliminate the need for backing the school bus. If the bus must back, a safe and adequate turning place must be available. Buses should not back in a heavily populated area.
4. A turnaround may be established if a student resides greater than one (1) mile from the nearest bus stop and on a paved road that is maintained by the state, county or municipality.
5. A bus route may be extended if a student resides greater than one half (1/2) mile from an existing stop and the bus does not have to use a backing procedure.
6. A bus may be routed into a cul-de-sac if:
 - a. There is a minimum of 100 feet diameter.
 - b. It is clear of obstacles.

B. Bus Stops

1. Pupils shall be expected to walk up to one (1) mile to the established school vehicle stop, the same distance as students residing in non-transported areas are expected to walk to their respective schools.
2. Bus stops shall be located, when possible, at points where vision is unobstructed in both directions for a least 300 feet and where room is available for children to stand off of the traveled portion of the road while waiting for the bus.

3. To provide minimum obstruction to traffic flow and to minimize time to complete the run, bus stops should be designated at least one-quarter (1/4) mile apart. Exceptions may be made at the discretion of the transportation area supervisor.

C. Bus Stop Evaluation Procedures

1. Request from parent/guardian in writing or by phone and recorded and given to appropriate transportation area supervisor.
2. Transportation area supervisor will review request and make an on-site inspection of requested area.
3. Mile distance is measured by the most direct traveled route, from the end of the pupil's lane to the nearest driveway or walking entrance of the school building.

D. Exceptions – Criteria for Approving Exception

1. Transportation area supervisor visits site to see if unusual conditions exist.
2. Transportation area supervisor does a stop evaluation form and looks for hazardous conditions such as:
 - a. Traffic patterns
 - b. Traffic volume
 - c. Traffic control devices
 - d. Speed limit
 - e. Alignment of road
 - f. Road width and composition
 - g. Road shoulders (width & composition)
 - h. Walkways (sidewalk, pathways, walkways)
 - i. Sight distance
 - j. Type of community (residential, industrial, commercial, agricultural)
 - k. School level of students (elementary, middle, high)
3. Transportation area supervisor reviews data and determines if unusual conditions or an inadequate walking area exists and whether an exception to the one (1) mile walking distance policy may be made.

4. An adequate walking area is defined as a level walking area of sufficient width to allow students to walk to the assigned bus stop. When evaluating adequate walking conditions temporary obstructions such as snow, ice, vehicles, trash cans will not be considered.
5. Transportation provided for on-handicapped middle and high school pupils residing less than one (1) mile from the school attended shall be considered temporary and reviewed annually.