

Book	Policy Manual
Section	800 Operations
Title	Transportation
Code	810-Retire
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Purpose

Transportation for school students shall be provided in accordance with law and Joint Operating Committee policy.

Definitions

School bus means a motor vehicle that is designed to carry eleven (11) passengers or more, including the driver, and is used for the transportation of preprimary, primary or secondary school students to or from public, private or parochial schools or events related to such schools or school-related activities.[\[1\]](#)

School vehicle means a motor vehicle, except a motorcycle, designed for carrying no more than ten (10) passengers, including the driver, and used for the transportation of preprimary, primary or secondary school students while registered by or under contract to the school. The term includes vehicles having chartered, group and party rights under the Pennsylvania Public Utility Commission and used for the transportation of school children.[\[1\]](#)

Authority

-IMPORTANT NOTE: There is language options preceded by brackets in the Authority section. These options indicate CTC's and sending district's transportation requirements. Please determine which option is in accordance with CTC practice or wishes. **Please place an X in the appropriate brackets to indicate the desired option.**

The Joint Operating Committee shall purchase, lease, equip, and maintain school buses/vehicles and/or contract for school bus/vehicle services for transportation of students.[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)[\[8\]](#)

{ } The Joint Operating Committee shall provide transportation for eligible students attending the school.[\[3\]](#)

{ } The Joint Operating Committee shall provide transportation for students attending the school in accordance with the Articles of Agreement.[\[3\]](#)[\[9\]](#)

{ } Student transportation to and from the school shall be provided by the student's home school.[\[10\]](#)

The Joint Operating Committee shall ensure that transportation is provided for students with disabilities, when required by the student's individualized education program (IEP) or Section 504 Service Agreement.[\[11\]](#)[\[12\]](#)[\[13\]](#)[\[14\]](#)

The school may coordinate with the student's school district of residence to ensure that transportation is provided for homeless children and youths and children in foster care in accordance with federal and state laws and regulations.[\[15\]](#)[\[16\]](#)[\[17\]](#)

The Joint Operating Committee prohibits any diesel-powered motor vehicle weighing 10,001 pounds or more to idle for more than five (5) minutes in any continuous sixty-minute period while parked, loading or unloading, except as allowed by law.[\[18\]](#)

The Joint Operating Committee shall ensure that permanent signs, notifying drivers of the idling restrictions, are maintained on school property at locations where diesel-powered motor vehicles weighing 10,001 pounds or more load or unload. Signs shall also be posted at locations that provide fifteen (15) or more parking spaces for such diesel-powered motor vehicles.[\[19\]](#)[\[20\]](#)

Delegation of Responsibility

The school bus/vehicle driver shall be responsible to maintain order while students are being transported.

The school bus/vehicle driver shall report all incidents, including, but not limited to, discipline problems, medical problems, bullying/harassment, safety issues, accidents or injuries, and violations of Pennsylvania's School Bus Stopping Law to the Director or designee as soon as practicable.

The building administrator may suspend a student from bus transportation for disciplinary reasons, and the parents/guardians shall be responsible for the student's transportation.

When the school provides daily transportation for students, the Director or designee shall be responsible to:

- 1. Maintain records and make required reports regarding school transportation.**[\[4\]](#)
- 2. Distribute rules governing student conduct during transport; such rules shall be binding on all students transported by the school.**
- 3. Provide each school bus/school vehicle driver with:**
 - a. The Pennsylvania School Bus Driver's Manual;**
 - b. The written rules for student conduct on buses/vehicles;**
 - c. The procedures for evacuation drills; and**
 - d. Any additional laws and applicable Joint Operating Committee policies and administrative regulations which apply to school bus/vehicle drivers.**

Guidelines

Student Health Information

When necessary for student safety, or when required by a student's IEP or Section 504 Service Agreement, a school bus/vehicle driver shall be provided with relevant student health and medical information.^{[14][22][23][24][25]}

School bus/vehicle drivers shall maintain the confidentiality of student health/medical information in accordance with school policies and procedures and applicable law.^{[26][27]}

Evacuation Drills

Bus evacuation drills shall be conducted twice a year and reported to the Pennsylvania Department of Education, in accordance with law and Joint Operating Committee policy.^{[28][29][30]}

Legal

1. 75 Pa. C.S.A. 102
2. 24 P.S. 1362
3. 24 P.S. 1850.1
4. 22 PA Code 23.1
5. 22 PA Code 23.2
6. Pol. 610
7. Pol. 611
8. Pol. 818
9. Articles of Agreement
10. 24 P.S. 2541
11. 22 PA Code 23.3
12. Pol. 103
13. Pol. 103.1
14. Pol. 113
15. 20 U.S.C. 6312
16. 42 U.S.C. 11432
17. Pol. 251
18. 35 P.S. 4601 et seq
19. 35 P.S. 4608
20. 67 PA Code 212.101
21. Pol. 121
22. Pol. 209.1
23. Pol. 209.2
24. Pol. 210
25. Pol. 210.1
26. Pol. 113.3
27. Pol. 216
28. 24 P.S. 1517
29. 75 Pa. C.S.A. 4552
30. Pol. 805
- 24 P.S. 1331
- 24 P.S. 1365
- 24 P.S. 1366
- 24 P.S. 2542
- 22 PA Code 15.1 et seq
- 22 PA Code 23.6
- 75 Pa. C.S.A. 4551-4553
- 20 U.S.C. 6301 et seq
- 42 U.S.C. 11431 et seq
- 49 CFR Part 37
- 49 CFR Part 38
- Pol. 810.1