

## STUDENT TRANSPORTATION SERVICES REGULATIONS

### I. DEFINITIONS:

“**Hazardous Area**” refers to a designated area that does not provide a safe walk path to/from the school during normal weather conditions. The walk path may include traversing a park on designated sidewalks, or alongside streets using either the established sidewalk or the grassy area that is protected by a curb (to distance vehicles from pedestrians). Traffic controls such as stop signs, traffic lights and pedestrian crosswalks are generally considered to be safe to use to cross a street for all grade levels. However, a street crossing or walk path may be determined to be unsafe if a specific grade level student cannot be expected to be protected from traffic or temptations that could lead to injury along that path of travel. In some cases, a hazardous area may be mitigated by the addition of a crossing guard.

“**Walking distance**” is determined using the latest Geographic Information Systems (GIS) sidewalk data. ACPS utilizes the shortest path distance, excluding hazardous areas, when determining whether or not a student lives within a one-mile walking distance.

“**Radius**” is calculated using GIS from the address point of a school facility to a specified distance, to create a circular area containing all space within that specified distance.

“**Qualifying Services or Accommodations**” indicates that a designated transportation requirement has been afforded to a student:

- By the student’s Individualized Education Program (IEP) or 504 Plan to provide the student with access to a Free and Appropriate Public Education (FAPE);
- In accordance with the McKinney-Vento Homeless Children and Youth (EHCY) Program to eliminate barriers to remaining in the student’s school of origin and to provide equal access to programs and activities; or
- To accommodate involuntary displacement of a student that impacts his/her ability to attend their school of origin.
- These criteria apply only to the student, and not to the student’s parents/guardians.

### II. DETERMINATION OF TRANSPORTATION ELIGIBILITY

ACPS provides transportation to students in grades K-8 living beyond a one-mile walking distance from the school they attend, or where no paths within a one-mile walking distance from the school are free of hazardous areas.

ACPS provides transportation to students in grades 9-12 living beyond a one-and-one-half mile radius from the school they attend, or who live within a one-and-one-half mile radius, but who could not reasonably walk to school without passing through a hazardous area.

ACPS provides transportation to any student eligible for qualifying services or accommodations, as defined above.

ACPS does not provide transportation for students who have received an administrative transfer outside of their attendance zone.

### III. TRANSPORTATION ASSIGNMENTS FOR ELIGIBLE STUDENTS

#### A. Bus Stop Assignments:

Bus stops will be established at safe locations to service eligible student riders. The one-mile walking distance for students in grades K-8, and one-and-one-half mile radius for students in grades 9-12 will be applied as the maximum distance students would be expected to walk to their assigned bus stops. Busing and/or walking assignments will be determined by the Department of Transportation and provided to school administrations for dissemination to the parents/guardians of all students. The Department of Transportation will review bus stop assignments annually, prior to the start of each school year, and as needed throughout the year. Bus stop assignments will be reviewed for safety hazards and to assure the efficient use of buses.

#### B. Bus Route Assignments:

Bus routes will be determined based upon the location of designated bus stops servicing a specific school. Bus routes consider the length of the bus ride for the longest riding student, which will not exceed one (1) hour in normal conditions for K-12 students and 45 minutes for pre-K students, and will be designed for efficiency of school bus operations. Route assignments will be used to designate to which school bus or buses a student will be assigned. Bus routes and assignments are subject to change based on enrollment and/or the operational needs of the Department of Transportation.

Established: April 26, 2018

Legal Refs.: 42 U.S.C. § 11301 *et seq.*  
42 U.S.C. §§ 12131-12134.  
Public Law 93-113 § 504.

Code of Virginia, §§ 22.1-78, 22.1-176, 22.1-221, 22.1-254.

Cross Refs.:	EEA	Student Transportation Services
	EEAB	School Bus Scheduling and Routing
	EEAC	School Bus Safety Program
	IICA	Field Trips
	IICA-R	Field Trip Procedures
	JB	Equal Educational Opportunities/Non-Discrimination

JB-R	Regulations Concerning Equal Educational Opportunities/Non-Discrimination
JBA	Section 504 Non-Discrimination Policy and Hearing Procedures
JBA-R	Procedures for Section 504 Impartial Hearings
JCA	Transfer Requests by Student Victims of Crime
JEC-R	School Admission
JECA	Admission of Children who are Homeless
JFCC	Student Conduct on School Buses and at Bus Stops
JFC-R	Standards of Student Conduct