

SCHOOL BUS SCHEDULING AND ROUTING

The Terrebonne Parish School Board shall provide school bus transportation for all students living more than one mile from the school that they are assigned to attend. Students living within one mile of the school may be allowed to ride a school bus when the School Board determines that conditions exist to warrant such transportation. Other students may be provided with school bus transportation in accordance with regulations of the Louisiana Department of Education.

A reasonable time shall be established for each route and the bus operator shall be expected to adhere to this schedule. By the same token, students shall be expected to be at their respective bus stop when the bus arrives. Once a bus route has been established, the bus operator shall not alter or change assigned routes without order of the Superintendent or his/her designee. Any bus operator who feels a road is unsafe or dangerous shall report such dangerous condition to the Superintendent or his/her designee, and the bus operator may be allowed not to travel the road with the prior approval of the Supervisor of Transportation, until the Superintendent or his/her designee determines said road is safe or improved, or the situation has been rectified.

The Terrebonne Parish School Board shall require that a bus operator not be made to transport more students than allowed by the laws of the State of Louisiana. An extra trip or run shall be any trip or run other than the bus operator's regularly assigned route. The bus operator may volunteer for extra trips or a run by notifying the Supervisor of Transportation at the bus operator's pre-school meeting. Extra trips and runs shall be offered on a rotating schedule based on seniority.

BUS STOPS

1. At the start of each school year, school bus operators shall establish bus stops for the year. Bus stops will be adjusted during the first ten (10) days as school attendance stabilizes.
2. Any bus stop established during the ten-day period shall remain without change for the remainder of the school year, unless approval for a change of bus stop is obtained from the Supervisor of Transportation or his/her assistant. The Superintendent shall be notified of any such change.

ACTIVITY BUS ROUTES

The Supervisor of Transportation is authorized to establish activity bus routes to serve the junior and senior high school students who are engaged in extracurricular activities. These routes will be established and removed according

to surveys of needs conducted in the schools. The following principles will govern the operation of the activity routes:

1. No route will be established or maintained unless it will serve a minimum of twenty (20) students.
2. No students living less than five (5) miles from the school will be transported.

LOADING AND UNLOADING OF STUDENTS

The loading and unloading of students onto and from school buses being utilized to transport students shall be conditional on the following:

1. Bus operators shall be prohibited from loading or unloading students at school while the bus is in a traffic lane of any type of street as defined in state law and require that students be loaded or unloaded on a shoulder, in a school parking lot, or at other appropriate off-road location at the school as determined by the School Board. This requirement shall not apply if the shoulder of a municipal road is the only available alternative and the municipality has not made the shoulder available by designating that area for loading and unloading students during designated school zone hours.
2. Bus operators shall be prohibited from loading or unloading students at or near their homes while the bus ~~in in a traffic lane of any type of street as defined by state law and it shall be required that students be loaded or unloaded on a shoulder, unless the School Board determines the unloading on a shoulder is less safe for the student. However, if there is no shoulder, or if the shoulder is determined to be less safe, a bus operator may load and unload a student while the bus~~ is in a lane of traffic ~~but only if~~ **unless** the bus is in the lane farthest to the right side of the road so that there is not a lane of traffic between the bus and the right-side curb or other edge of the road.
3. Bus operators shall be prohibited from loading or unloading a student in a location on a divided highway such that a student, in order to walk between the bus and his/her home or school, would be required to cross a roadway of the highway on which traffic is not controlled by the visual signals on the school bus.

Street or *highway* means the entire width between the boundary lines of every way or place of whatever nature publicly maintained and open to the use of the public for the purpose of vehicular travel, including bridges, causeways, tunnels, and ferries.

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Ref: La. Rev. Stat. Ann. §§17:158, 32:1; Board minutes, 11-18-86, 7-17-07, 9-21-10, 10-6-15, Forethought wd. revisions 1-30-18, **9-6-22**.