

CHESTER COUNTY INTERMEDIATE UNIT 24

SECTION: OPERATIONS
TITLE: TRANSPORTATION
ADOPTED: January 19, 2011
REVISED: March 20, 2019

810. TRANSPORTATION	
1. Purpose	Transportation for Intermediate Unit students shall be provided in accordance with law and Board policy.
2. Authority SC 1361, 1362 Title 22 Sec. 23.1, 23.2, 23.4	<p>The Board shall contract for school bus services for transportation of students to and from Intermediate Unit programs at regularly scheduled hours and for field trips</p> <p>Transportation of students to and from Intermediate Unit programs may be provided by the sending school district, as specified by the individual program and disseminated in the applicable student handbook.</p>
SC 111 Title 22 Sec. 8.1 et seq 23 Pa. C.S.A. Sec. 6301 et seq	<p>A school bus driver shall not be employed until s/he has complied with the mandatory background check requirements for criminal history and child abuse.</p> <p>The Board is required by law to ensure that independent contractors and their employees who have direct contact with students comply with the mandatory background check requirements for criminal history and child abuse.</p>
35 P.S. Sec. 4601 et seq	The Board 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.
Title 67 Sec. 212.101	The Board shall ensure that permanent signs, notifying drivers of the idling restrictions, are maintained on Intermediate Unit property at locations where diesel-powered motor vehicles weighing 10,001 pounds or more load and unload. Signs shall also be posted at locations that provide fifteen (15) or more parking spaces for such diesel-powered motor vehicles.
3. Delegation of Responsibility	The assumption of responsibility for transportation of students must be shared by the administration, the bus drivers, the teachers, and the aides.

<p>Title 22 Sec. 23.4</p>	<p>The school bus/vehicle driver shall be responsible to maintain order while students are being transported.</p>
	<p>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 Executive Director or designee as soon as practicable.</p>
	<p>The program supervisor or building administrator may suspend a student from bus transportation for disciplinary reasons, and the parents/guardians shall be responsible for the student's transportation.</p>
	<p>The Executive Director or designee shall be responsible for developing and implementing transportation procedures which shall include:</p>
<p>Title 22 Sec. 23.4 Pol. 121</p>	<p>1. Establishing administrative regulations that specify the number of chaperones to accompany students in connection with Intermediate Unit-related activities and field trips.</p>
<p>Title 22 Sec. 23.4</p>	<p>2. Preparing an Intermediate Unit map or schedule indicating each bus stop and bus route.</p>
<p>Title 22 Sec. 23.1, 23.4</p>	<p>3. Maintaining records and making required reports regarding school transportation.</p>
<p>Title 22 Sec. 23.4</p>	<p>4. Distributing rules governing student conduct during transport; such rules shall be binding on all students transported by the Intermediate Unit.</p>
	<p>5. Provide each school bus/school vehicle driver with:</p> <ul style="list-style-type: none"> 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 Board policies and administrative regulations which apply to school bus/vehicle drivers.
<p>4. Guidelines</p>	<p><u>Preschool Special Education Transportation</u></p> <p>Pursuant to a Mutually Agreed to Written Arrangement (MAWA) with the Pennsylvania Department of Education, the Intermediate Unit shall be responsible for ensuring that transportation is provided to preschool special education (PSE) students as required by the student’s IEP.</p>

<p>SC 1372</p>	<p>Transportation shall be provided to PSE students at the expense of the sending school district. If a district requests the Intermediate Unit to provide transportation or if a district is unable or unwilling to transport an eligible young child, the Intermediate Unit shall provide transportation and shall bill the school district of residence the full cost of the transportation services.</p> <p><u>Reports Of Employee Crimes/Child Abuse</u></p> <p>The Intermediate Unit’s transportation contract carriers shall be responsible to inform the Intermediate Unit in writing at the beginning of each school year whether or not any of their employees:</p> <ol style="list-style-type: none"> 1. Have been charged, subsequent to approval as a bus driver, with a criminal offense that would bar their employment as bus drivers or contracted service providers.
<p>SC 111</p>	<ol style="list-style-type: none"> 2. Were charged with a crime deemed serious under the criteria established by law. 3. Have been charged with or convicted of crimes that affect their suitability to have direct contact with students.
<p>Pol. 304</p>	<p>This responsibility is in addition to the requirement for clearances that must be presented to the Intermediate Unit when an individual is initially hired by the contract carriers.</p>
<p>Pol. 317</p> <p>Title 22</p>	<p>The Intermediate Unit and contract carriers shall have procedures in place to ensure they are notified by their employees when the employees are charged with crimes or child abuse. The procedures shall also include the provision that the failure on the part of employees to make such a timely notification shall subject them to disciplinary action, including termination.</p> <p>If any bus drivers have been charged as stated in this policy, the transportation contract carriers shall, in their written, yearly notification, include the name of the employee, nature of the offense, and the status of the disposition. The Intermediate Unit will review this information to determine if the employee shall continue to transport Intermediate Unit students.</p> <p><u>Insurance Coverage</u></p> <p>Certificates of insurance evidencing coverage must be provided to the Intermediate Unit and to the broker-of-record by transportation contractors.</p> <p><u>Authorized Passengers On School Buses</u></p> <p>Chaperones and the minor children of chaperones, vehicle operators, and students</p>

<p>Sec. 23.4, 23.6</p>	<p>who are enrolled in an Intermediate Unit or school district-sponsored parenting or child care program may ride on school buses while students are being transported. Authorization for the minor children of vehicle operators who are employed by a transportation contractor shall be effective only if the contractor permits the practice and notifies the Intermediate Unit that its operators may be accompanied by their minor children.</p> <p><u>Student Health Information</u></p> <p>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.[13][21][22][23][24]</p> <p>School bus/vehicle drivers shall maintain the confidentiality of student health/medical information in accordance with Intermediate Unit policies and procedures and applicable law.[25][26]</p> <p><u>Evacuation Drills</u></p> <p>Bus evacuation drills shall be conducted twice a year and reported to the Pennsylvania Department of Education, in accordance with law and Board policy.[27][28][29]</p> <p>The Executive Director is authorized to develop and implement procedures to carry out these guidelines.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 111, 1331, 1361, 1362, 1365, 1366, 1372, 1374, 2541, 2542</p> <p>State Board of Education Regulations – 22 PA Code Sec. 8.1 et seq., Sec. 15.1 et seq., 23.1, 23.2, 23.4, 23.6</p> <p>State Department of Transportation Regulations – 67 PA Code Sec. 212.101, 447.1 et seq.</p> <p>Diesel-Powered Motor Vehicle Idling Act – 35 P.S. Sec. 4601 et seq.</p> <p>Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.</p> <p>Transportation of Individuals with Disabilities, Title 49, Code of Federal Regulations – 49 CFR Part 37, Part 38</p> <p>Board Policy – 000, 103, 121, 304, 317</p>
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NOTES:

Title 22, Sec. 23.6 - authorized passengers

Computation of distance - 1366

Other boundaries - 1 ½ miles - 1362

Field Trips – 517 (farm show)

Payments/reimbursements - 2541, 2542, Title 22 Sec. 23.31-23.40

Transportation - Title 22, Chapter 23

School Buses/Vehicles - Title 67, Chapter 171

Bus Drivers Minor Children – Title 22 Sec. 23.6

Definitions of motor vehicle – Vehicle Code – 75 Pa. C.S.A. Sec. 102