

USD #430 BUS INFORMATION

***Regular Routes on constant/permanent pick-up and drop-off points**

The USD #430 Board of Education provides busing for students so they can get to and from school. When a child is enrolled, the child's parents will provide an address as a constant/permanent pick-up and drop-off point for their child(ren). This pick-up/drop-off point must remain constant so the regular bus driver and/or sub bus drivers do not deliver a child to the wrong drop-off point. This constant/permanent pick-up/drop-off point is for the safety of all of our children who ride USD #430 route buses.

***Emergency Changes in pick-up/drop-off points**

The USD 430 Board of Education realizes that at times there will be circumstances which may create a need for a pick-up/drop-off point to change. The board of education wishes to work with parents when these special situations occur, but there may be times when these bus changes cannot be met by USD #430.

If an emergency does arise, the parent may request a child to be picked up/dropped off at a different location on the child's regular route. The regular route will not be altered for emergencies. Therefore, parents must arrange with families on the regular route, to allow their child to be let off/picked up at their home. The emergency pick-up/drop-off point must be given to the school secretary or principal *before* school starts.

***Emergency Changes to Route**

If an emergency does occur and a parent needs to change the pick-up/drop-off point of a student, this procedure must be followed:

- >Make sure you have given the secretary or principal the emergency pick-up/drop-off address *at enrollment* so your child is delivered to the correct location.
- >Contact the school and talk to the secretary or principal. **DO NOT** call the school and tell the teacher. The secretary and/or principal will fill out the change form to give to the child's bus driver.
- >If at all possible, contact the school **before 2:30 p.m.** This allows the secretary time to ensure all the proper paperwork is ready for the bus driver.
- >Make sure the emergency pick-up/drop-off is on the child's regular bus route.
- >Make sure you give the child's USD #430 ID number to the secretary.

***Special Event/Needs pick-up/drop-off points**

The USD #430 Board of Education understands there are special event/needs which occur weekly (on a constant basis) such as 4-H, Scouts, etc. for which a parent would like their child dropped off. As mentioned above, this must be on a constant basis. This will be granted, at the Board of Education's discretion, as long as the drop off location is on the student's *regular route* and is the *same day*, week to week. Keep in mind there will only be one special event/need drop off allowed per week per child. It must remain the same day each week. The district will not provide transportation for multiple special event/needs per week.

***Continuous changes in bus pick-up or drop-off**

In previous school years, the district has experienced parents requesting changes in their child's pick-up/drop-off location one to several times in a week. *These continuous changes will not be honored by the district.* The busing in our district was created to provide a child an avenue to get to school; it was not created to be a taxi service.

PARENTS ARE REQUIRED TO PROVIDE A PERMANENT PICK-UP/DROP-OFF POINT AND MAINTAIN IT THROUGHOUT THE ENTIRE SCHOOL YEAR.

***Move during the school year.**

If a family moves within the school district during the school year, USD #430 will work with parents to establish a new pick-up/drop-off point for the student.

***Acknowledgement of Understanding**

These bussing guidelines have been provided to clarify USD #430 bussing policies and to respond to the needs of it's patrons in a safe, equitable, and efficient manner. USD #430 Board of Education urges all parents to be aware of all bussing policies and to understand that while the Board of Education has adopted certain guidelines, these guidelines are considered a privilege, not a right. The Board of Education reserves the authority to enforce all disciplinary policies for violations of bussing policy including revocation of privileges at it's sole discretion.