

HINGHAM PUBLIC SCHOOLS TRANSPORTATION POLICIES

7.6 TRANSPORTATION. The school transportation program will be operated in a manner that is safe, efficient and economical and will adhere to all regulations of the Massachusetts Department of Elementary and Secondary Education and the Registry of Motor Vehicles that relate to student transportation.

11/3/75 // 6/12/95 // 8/22/05 // 9/21/15

7.6.1 MEANS OF TRANSPORTATION. Transportation of students shall be by vehicles owned or leased by the town and operated by an employee of the town or by a properly licensed driver with whom the School Department has contracted to provide transportation services. The Superintendent may permit a staff member to furnish transportation in privately owned vehicles if circumstances dictate. Individual staff members who provide such transportation on a voluntary basis are to be notified that while the town's insurance policy may include a provision for non-owned vehicles, the primary insurance on the vehicle is the responsibility of the vehicle's owner.

11/3/75 // 6/12/95 // 8/22/05 // 9/21/15

7.6.2 EXTENT OF SERVICES. State Law (M.G.L. Chapter 71, Section 68) requires School Committees to provide transportation to any students in grades kindergarten through 6 who reside two or more miles from school. Beyond these statutory requirements, transportation will be organized so that (a) no student shall be required to cross or walk along a heavily traveled highway, as designated by the Police Department Safety Office and the Transportation Coordinator, prior to the arrival of the school bus except at the location of a police crossing officer; (b) no student shall be required to walk along the side of a heavily traveled highway where no sidewalks are available; (c) no student shall be required to walk more than one mile to attend grades K-5; (d) no student shall be required to walk more than one and one-half miles to attend grades 6-8; (e) no student shall be required to walk more than two miles to attend grades 9-12; and (f) no student shall be required to walk more than one mile to a bus stop.

7.6.2.1 **VISIBLE PARENT:** A parent or other designated person of all Kindergarten students must be visible at the bus stop for drop off. If the parent or other designated person is not present the student will be returned to school.

7.6.2.2 When the streets are closed down, parents will be notified to pick up their children at the closest accessible bus stop location for their route.

7.6.2.3 **MUSICAL INSTRUMENTS AND OTHER EQUIPMENT.** Musical instruments and other equipment that can be safely secured on a lap and do not block the aisle or adjacent seat are allowed. All other equipment may pose a safety threat and are therefore not allowed.

7.6.2.4 **WINTER RULES:**

- a. If snow is excessive and sidewalks are not cleared, bus drivers will, as safety reasonably allows, pick up any students walking or waiting along the route. . This applies to all grades along the existing bus routes.
- b. Bus stops may be altered to allow for safe pick-up of students. More frequent stops and alteration of routes may be necessary.

7.6.2.5 Private school transportation is handled in accordance with M.G.L .Chapter 76, Section 1. Hingham Public Schools provides transportation for approved private schools similar to service provided for public school students.

Students eligible for school transportation will be required to ride to and from school on the bus to which they are assigned except as follows:

Daycare: A parent or guardian of a student who attends a daycare program on a regular basis and whose daycare location is within the student's home district and is at a distance from the school that meets the distance requirements noted above may request in writing that the student ride on other than the assigned bus. Permission will be granted on a seat availability basis.

Family Emergencies: In the event of a family emergency or when a student is staying with another family for an extended period of time while the student's parent or guardian is away, the parent or guardian may request that the student be allowed to ride on other than the assigned bus. The temporary bus stop must be on an established route within the student's home district. Permission will be granted on a seat availability basis.

Group Project: A parent or guardian of a secondary school student assigned to do a group project by a teacher may request in writing that the student be allowed to ride home on another bus. This request must be approved by the teacher and building administrator.

MGL C71 §68
MGL C76 §1

11/3/75 // 6/12/95 // 8/22/05 // 9/21/15

7.6.3 BUS CONDUCT. Parents of students are responsible for this supervision until the student boards the bus in the morning and after the student leaves the bus at the end of the school day.

When a student boards the school bus, he or she becomes the responsibility of the school system. Because the bus is an extension of the classroom, the Committee shall require students to conduct themselves in the same manner established for classroom behavior and pursuant to school bus safety rules. The bus driver is required to report violations of school bus rules and regulations.

In cases when a student does not conduct himself properly on the bus, such instances will be reported by the bus driver to the building principal and to the Transportation Coordinator. Upon receipt of an initial report of an infraction of a school bus safety rule, the building administrator will meet with the student and may choose to notify the student's parents. A second report of a bus rule infraction or an initial report of a more serious nature will result in written parental notification. A third report of an infraction of a school bus safety rule will result in the loss of bus riding privileges for a definite period not to exceed ten days. A fourth report of an infraction of a school bus safety rule or a second misconduct that seriously threatens the safety of the school bus will result in the loss of bus riding privileges for the remainder of the school year.

Any misconduct which threatens the safe operation of the motor vehicle will result in the immediate suspension of busing privilege for a minimum of two weeks. A subsequent offense will result in the suspension of busing privileges for the remainder of the school year.

All substances prohibited on school grounds are likewise prohibited on school buses and students who violate this policy shall be subject to the same punishment as that administered for said violations in a school building.

11/3/75 // 6/12/95 // 7/29/02 // 8/22/05 // 9/21/05

7.6.4 TRANSPORTATION TO EXTRACURRICULAR ACTIVITIES. Unless an exception is recommended by the Principal or Athletic Director, round-trip transportation shall be provided to public school students from school to approved out-of-district extracurricular activities in which they participate. Where possible, it shall be permissible to return students to approved points along the route necessary for the bus to return to the garaging area.

11/3/75 // 6/12/95 // 8/22/05 // 8/23/10 // 9/21/15

7.6.5 BUS SCHEDULES. Prior to the opening of school, bus routes and schedules will be developed and made public.

11/3/75 // 6/12/95 // 8/22/05 // 9/21/15

7.6.6 USE OF SECURITY CAMERAS ON SCHOOL BUSES. School buses may be equipped with video cameras to encourage proper bus behavior. If information from a video is used in a student disciplinary decision, the student and/or the student's parent will be allowed to view the video. Videos will be reused (taped over) on a weekly basis unless there is an unresolved disciplinary matter. (See Procedure 7.6.6A)

8/22/05 // 9/21/15