

Millington Board of Education

Monitoring: Review: Annually	Descriptor Term: Scheduling and Routing	Descriptor Code: 3.401	Issued Date: 04/21/14
		Rescinds:	Reviewed/Revised: 01/09/1711/05/18

- 1 The transportation supervisor shall be responsible for surveying all bus routes and scheduling bus transportation,
2 including the determination of bus stops and the assignment of students.
- 3 Appeals of transportation decisions shall be made to the director of schools.
- 4 Students shall not be in transit to and from school more than one and one-half hours each way.¹
- 5 Upon being hired and at the beginning of each school year thereafter, every bus driver shall be given the policies
6 and procedures relative to the transportation program.²
- 7 Once the official route is begun, stops shall only be made to take on, discharge or transfer students. Buses are
8 not to make any nondesignated stops, except for emergencies, when transporting students.
- 9 No student shall be allowed to exit the bus at a stop other than the student's regular bus stop unless an alternate
10 stop request has been submitted and approved by the principal. The director of schools shall develop procedures
11 that would allow a student to exit the school bus at an alternative location.³
- 12 In the event that the driver finds it necessary for a student to exit the bus at a stop other than the student's
13 designated stop in order to preserve the safety of other student passengers or the driver, the driver may remove
14 the offending student from the bus provided that the driver secures the safety of the student for the uncompleted
15 trip. A driver shall report to school authorities as soon as possible, but no later than the end of the route, any
16 student refusing to obey the driver or exiting the bus without the driver's permission at a point other than the
17 student's destination for that trip.⁴
- 18 Students who ride school buses shall attend the school designated unless the Board designates an alternate
19 school. If a parent chooses to send his/her child to another school in the system, the parent must provide
20 transportation to and from that school.
- 21 Parent or guardian may petition to the Director of Schools written notice at least two weeks in advance of said
22 requested date to change a student's regular bus stop location due to unique, emergent, or extenuating
23 circumstances.
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Legal References

1. TCA 49-6-2105
2. TCA 49-6-2118(b)
3. TCA 49-6-2118(a)
4. TCA 49-6-2118(c) & (d)

Cross References

Bus Conduct 6.308