

STUDENT TRANSPORTATION

SUBJECT: Scheduling and Routing

ADMINISTRATIVE PROCEDURE

- a) Walk-back passes will be issued to students who do not otherwise meet the eligibility requirements for transportation following the end of the third week of school based on a space available basis on each route as follows:
 - I. Priority will be given to students in grades K-3 and will continue in the sequence of grades 4, 5, and 6.
 - II. Thereafter, priority will be given to students in order of furthest distance from the school the students attend.

- b) Ten percent (10%) of each bus's available ridership will be exempt from Walk Back Passes to avoid overcrowding on buses. After the third week of school, if there is more than 10% of the ridership available on a bus following an analysis of established ridership, administration may issue Walk-back passes. In the event of a change in ridership during the school year such that a bus has less than ten percent (10%) available ridership, Walk-back passes will be withdrawn. For the purpose of this procedure, ridership means the number of students assigned to a particular bus regardless of whether such student(s) actually ride such bus.

- c) Students will walk back to the nearest existing stop on the regular route.

Education Law Sections 3621, 3635

Appeal of Clarke, Decision No.: 7353 (1964)

1st Reading June 13, 2018

2nd Reading & Adoption July 31, 2018