The director of transportation shall be responsible for establishing routes for school buses and the stops for loading and unloading students. All bus routes shall be confined to public streets, roads and highways, providing that those streets, road and highways are considered adequate for school bus use.

The guideline for establishing the distance between loading and unloading stops shall be an 800-foot minimum for elementary students and a 1,600-foot minimum for secondary students. However, lesser or greater distances may be used if, in the opinion of the manager of transportation, road and visibility conditions so warrant. Upon application and upon showing of cause for dangerous walking conditions between established bus stops, appropriate changes in bus stops to alleviate confirmed conditions will be considered.

**Kindergarten Routes**

Kindergarten is a half-day session at some elementary schools. Transportation of kindergarten students may be necessary at midday as well as morning and evening. Morning and evening kindergarten routes shall conform to the policies established for all elementary students.

Since large numbers of students are not transported at midday, this results in a lessening of the time schedules to be met. Therefore, midday kindergarten transportation can accommodate some baby-sitter requests. During the midday, transportation shall be provided for all kindergarten students to and from their homes, baby-sitters or playschools if their home, baby-sitter or play-school is a mile or more from school. In order to be eligible for this service, the kindergarten student’s parents and the baby-sitter must reside in the attendance area serving the residence.

**Exceptional Student Routes**

The manager of transportation shall be responsible for establishing routes for all handicapped students identified under the Exceptional Children’s Education Act. For the most part, students with disabilities shall be served through special bus routing. However, regular routes should be used as much as is practical.

**School-to-School Routes**

Since many educational programs in the district are offered at one location, and students from throughout the district participate in the programs, school-to-school routes may be established to transport students from their home school to the program site. The manager of transportation shall be responsible for establishing routes to transport students from school to school.

The superintendent shall issue appropriate administrative procedures designed to effect the provisions of this policy.

**Loading and Discharging Passengers**

Every person operating a school bus or responsible for or in control of the operation of school buses shall be subject to the statutes and regulations governing loading and discharging of school children from school buses.

School transportation vehicle routes shall be planned in a manner as to:

1. prohibit the unloading from the school transportation vehicle of any passenger who must immediately cross a major thoroughfare; and
2. prohibit the loading/unloading of passengers from school transportation vehicles onto the side of any major thoroughfare when an adjacent road or street would provide access to the passenger's destination.

3. For the purposes of this section: a major thoroughfare means a freeway, any U.S. highway outside any incorporated limit, interstate highway, or highway with four or more lanes or a highway or road with a median separating multiple lanes of traffic.

4. Two-lane highways will be exempt from this requirement if the board in consultation with local traffic officials determines they can be crossed safely.

Legal References:

C.R.S. 22-32-113 (2)
C.R.S. 42-4-613(1)
1 CCR 301-26, Rules 4204-R-224 et seq.