

Watertown School District 14-4

SCHOOL BUS SCHEDULING AND ROUTING

The transportation supervisor will develop bus routes that provide the safest, shortest and most economical means to get children to and from school daily. Routes will be arranged in such a way as to equalize, as nearly as possible, the length of the routes and bus loads, and to provide for the maximum use of buses.

Routes shall be on roads maintained by a governmental agency. Routes are to extend into private driveways only if the residence is more than one quarter mile from the maintained road or if safety warrants. The driveway must be kept clear of snow and there must be adequate space for the bus to turn around. Whenever possible, children shall board and depart the bus on the same side of the road as their residence.

Student transportation is also a vital service to the activity programs of the District. Efficiency of operation is stressed at all times. Scheduling to provide for maximum use of bus seating capacity is desired. Scheduling conflicts will be reported by the transportation supervisor to the business office or the superintendent and be resolved immediately. A log of each activity trip will be maintained by the transportation supervisor.