

StudentsBus Transportation

Regular bus transportation shall be provided to resident students who live more than four miles from the public schoolhouse in the Holdrege Public School District. Occasional exceptions to regular bus schedules shall require prior administrative approval.

Those desiring a new regular stop designation shall submit the request to the Superintendent of Schools.

For the purpose of this policy, a “new bus stop designation” shall be defined as a new physical stop location or a change in a student’s regular bus stop location (i.e. a stop other than the student’s residence, whether new or existing).

Criteria for the addition of a bus stop designation shall be as follows:

- A. The stop location must be along a current bus route. *Note:* A person may submit a Request for Bus Stop Designation (Form 5501), even if the requested stop is not currently on an existing bus route. These requests will be taken into consideration prior to the start of each school year, when new bus routes are being developed.
- B. The new stop must not cause the bus route time to exceed 60 minutes. Any bus route that exceeds 60 minutes in length will not be allowed additional stop designations.
- C. The addition must not cause the bus to exceed its maximum desirable capacity. The maximum desirable capacity for all buses shall be 80% of the maximum capacity stated on the bus. Any bus that exceeds 80% of the maximum capacity stated on the bus will not be allowed additional stop designations.

Date of Adoption: 8/11/2014

Holdrege Public Schools

REQUEST FOR BUS STOP DESIGNATION

I (We) \_\_\_\_\_, hereby request that the Holdrege Public Schools allow bus service to be provided for the \_\_\_\_\_ semester of the \_\_\_\_\_ school year. the bus service we are requesting is as follows:

Allow my (our) child(ren) to use the following regular bus stop, which is not our residence:

or

Extend bus service to the following location, and provide my (our) child(ren) bus service at this location:

Name(s) of child(ren):

\_\_\_\_\_  
\_\_\_\_\_

Criteria for providing bus service shall be as follows:

- A. The extension of service must not cause the bus route time to exceed 60 minutes.
- B. The extension of service must not cause the bus to exceed its desirable maximum capacity. The maximum desirable capacity is 80% of bus capacity as stated by the manufacturer.

By signing this request I (We) \_\_\_\_\_ understand and agree that pickup and drop off times and places are approximate, subject to change, and subject to roads being passable, etc. The District makes no guarantee of providing transportation services on any given day, at given time or place.

Parent(s)/Guardian(s) signature(s):

\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

District Response to Request

Request Approved

Request Not Approved

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

District Officer:

\_\_\_\_\_

Date: \_\_\_\_\_