

THE SCHOOL DISTRICT OF PHILADELPHIA

SECTION: 800 Operations

TITLE: Transportation

ADOPTED: April 27, 1981

REVISED: June 25, 2020

810 TRANSPORTATION

Purpose

The Board of Education (“Board”) is responsible for providing School District of Philadelphia (“District”) students with timely, efficient, and safe transportation and superior customer service in accordance with applicable laws. The purpose of this policy is to establish guidelines for the safe transportation of students.

Definitions

For purposes of this policy, terms are defined as follows:

Eligible student: A school-aged child who is entitled to receive transportation services from the District in accordance with the District’s eligibility guidelines. [1]

School bus: A motor vehicle that is designed to carry eleven (11) passengers or more, including the driver, and is used for the transportation of preprimary, primary, or secondary school students to or from public, private, or parochial schools or events related to such schools or school-related activities. [2]

School vehicle: A motor vehicle, except a motorcycle, designed for carrying no more than ten (10) passengers, including the driver, and used for the transportation of preprimary, primary, or secondary school students while registered by or under contract to the District. The term includes vehicles having chartered, group, and party rights under the Pennsylvania Public Utility Commission and used for the transportation of school children. [2]

Transportation boundary: The District’s transportation boundary is a distance not exceeding ten miles by the nearest public highway outside the District’s border.[2][3][4]

Authority

The Pennsylvania School Code and Department of Education Regulations provide the Board the authority to provide for and establish rules related to the transportation for of eligible resident students in grades kindergarten through 12 to the District’s public schools and charter, regional charter, and nonpublic schools located in the District or within the District’s transportation boundary or other placements as required by law or agreements.

Delegation of Responsibility

The Board authorizes and directs the Superintendent or their designee, through the Department of Transportation Services, to do the following related to the transportation of students:

1. Purchase, lease, equip, and maintain school buses/vehicles and/or contract for school bus/vehicle services and utilize common carrier or municipally owned transit systems for the transportation of students to and from school at regularly scheduled hours and for transportation of students on field trips and athletic trips. [2][3][5][6][7][8][9][10]
2. Provide transportation for students living within the limits of this policy when the walking conditions to the school are found to be hazardous by the Pennsylvania Department of Transportation. [3][11]
3. Provide transportation for students with disabilities, without regard to distance or hazardous walking conditions, when required by the student's individualized education program (IEP) or Section 504 Service Agreement. [12][13][14][15][16]
4. Provide transportation for eligible resident students who are enrolled in nonpublic schools or charter schools as required by law. [2][4][17]
5. Provide transportation for children in foster care in accordance with federal and state laws and regulations, and the local transportation plan. [18][19]
6. Provide transportation for homeless children and youths in accordance with federal and state laws and regulations. [20][21]
7. Ensure that permanent signs, notifying drivers of the idling restrictions, are maintained on District property at locations where diesel-powered motor vehicles weighing 10,001 pounds or more load or unload, as required by law. Signs shall also be posted at locations that provide fifteen (15) or more parking spaces for such diesel-powered motor vehicles. [22][23]
8. Maintain such records and make such reports regarding District transportation as are required by the State Board of Education and promulgate rules governing student conduct during transport to and from school. Such rules shall be contained in the Bus Behavior Guidelines and shall be binding on all students transported by the District. [5][7]
9. Prohibit any diesel-powered motor vehicle weighing 10,001 pounds or more to idle for more than five (5) minutes in any continuous sixty-minute period while parked, loading, or unloading, except as allowed by law. [24]
10. Provide each school bus/school vehicle driver with:
 - a. The Pennsylvania School Bus Driver's Manual;
 - b. The Bus Behavior Guidelines; and
 - c. The procedures for evacuation drills.
11. Establish a schedule indicating each bus stop and bus route. [7]
12. Develop administrative procedures to implement this policy.

The school bus/vehicle driver shall be responsible to maintain order while students are being transported.

The building principal may suspend a student from bus transportation for disciplinary reasons, and the parents/guardians shall be responsible for the student's transportation. [7]

Mandatory Regulatory Procedures

Student Health Information

When necessary for student safety, or when required by a student's IEP or Section 504 Service Agreement, a school bus/vehicle driver shall be provided with relevant student health and medical information. [16][25][26][27][28][29]

School bus/vehicle drivers shall maintain the confidentiality of student health/medical information in accordance with District policies and procedures and applicable law. [30][31]

Evacuation Drills

Bus evacuation drills shall be conducted twice a year and reported to the Pennsylvania Department of Education, in accordance with law and Board policy. [32][33][34]

Legal References

1. [24 P.S. § 13-1361](#)
2. [75 Pa. C.S.A. § 102](#)
3. [24 P.S. § 13-1362](#)
4. [24 P.S. § 17-1726-A](#)
5. [22 PA Code 23.1](#)
6. [22 PA Code 23.2](#)
7. [22 PA Code 23.4](#)
8. [Policy 610 - Purchases Subject To Competitive Process](#)
9. [Policy 611 - Termination of Contracts and Disqualification, Suspension, or Debarment of Bidders](#)
10. [Policy 818 - Clearances for Contracted Services](#)
11. [67 PA Code § 447.1 et seq](#)
12. [22 PA Code 23.3](#)
13. [24 P.S. § 13-1374](#)
14. [Policy 103 - Nondiscrimination in School and Classroom Practices](#)
15. [Policy 103.1 - Nondiscrimination - Qualified Students with Disabilities/Protected Handicapped Students](#)
16. [Policy 113 - Special Education](#)
17. [Policy 400 - Charter Schools](#)
18. [20 U.S.C. § 6312](#)
19. [Policy 255 - Education Stability for Children in Foster Care](#)
20. [42 U.S.C. § 11432](#)
21. [Policy 251 - Students Experiencing Homelessness](#)
22. [35 P.S. § 4608](#)
23. [67 PA Code 212.101](#)
24. [35 P.S. §§ 4601, et seq.](#)
25. [Policy 121 - Field Trips, Social Events, and Class Trips](#)
26. [Policy 209.1 - Food Allergy Management](#)
27. [Policy 209.2 - Diabetes Management](#)
28. [Policy 210 - Use of Medication/Medical Technology](#)
29. [Policy 210.1 - Possession/Use of Emergency Medications](#)
30. [Policy 113.4 - Confidentiality of Special Education Student Information](#)
31. [Policy 216 - Student Records](#)

32. [24 P.S. § 15-1517](#)
33. [75 Pa. C.S.A. § 4552](#)
34. [Policy 805 - Emergency Preparedness](#)

Related Information:

[24 P.S. § 13-1331](#)

[24 P.S. § 13-1365](#)

[24 P.S. § 13-1366](#)

[24 P.S. § 25-2541](#)

[24 P.S. § 25-2542](#)

[22 PA Code 15.1 et seq](#)

[22 PA Code 23.6](#)

[75 Pa. C.S.A. 4551-4553](#)

[20 U.S.C. 6301 et seq](#)

[42 U.S.C. 11431 et seq](#)

[49 CFR Part 37](#)

[49 CFR Part 38](#)

[Policy 810.1 - School Bus Drivers and School Commercial Motor Vehicle Drivers](#)