

Children under five (5) years of age may be transported on school buses when space is available when their parents are enrolled in a regular school program and are en route to or from that program under the following guidelines:

1. A letter requesting permission for transportation must be submitted to the Superintendent at least one (1) week prior to the transportation need.
2. Prior permission must be given by the Superintendent or designee.
3. An age and weight appropriate infant/child seat must be installed in the school bus.
4. It will be the parent's responsibility to insure the infant/child is secured in safety seat.
5. For children from birth to twenty (20) pounds and one (1) year, the following shall apply:
 - A. The child will be placed in an "infant seat" or "convertible seat" meeting all federal requirements (FMVSS 213).
 - B. The "infant seat" or "convertible seat", placed rearward facing, must be properly secured to the bus seat, and the child must be appropriately secured to the "infant seat" or "convertible seat" in accordance with the manufacturer's instructions.
6. For children over one (1) year and from twenty (20) pounds to forty (40) pounds in seat-belt equipped vehicles the following shall apply:
 - A. The child will be placed in a "child safety seat" meeting all federal requirements (FMVSS 213) or an upper torso restraint harness.
 - B. A "child safety seat", placed forward facing, must be properly secured to the bus seat, and the child must be appropriately secured to the safety seat in accordance with the manufacturer's instructions.
 - C. If a combination lap belt and upper torso restraint harness is used, the lap belt will be worn snug and low on the pelvic area, and the upper torso restraint attached to the seat and worn by the child in accordance with the manufacturer's instructions.
7. For children over one (1) year and over twenty (20) pounds in Type B, C, and D School Buses with FMVSS 222 seating (all buses, except Mini-Buses, assembled since 1987, meet this standard) the following shall apply:
 - A. A child who is able to climb unassisted onto the bus seat and assume a normal forward facing sitting position and who is able to remain

seated for the duration of the bus ride is protected by the compartmentalized seating of FMVSS 222. No additional protective devices are required.

8. Infants/children will not be transported on the lap of another person.
9. Infants/children must stay in the bus seat at all times during transporting.
10. Parents must come prepared with bottles (plastic only) and/or soft toys to keep the infant/children quiet and content during the ride to and from school.
11. Passengers in school buses equipped with lap belts are required to wear them whenever the bus is in motion.

In addition, parents must comply with all regulations in the Parent Policy Handbook.

The cost of transporting non-students must be deducted when submitting the transportation reimbursement claim. (For consistency in figuring the amounts to be deducted, a daily cost per student shall be determined. The daily cost per student shall be calculated by taking the previous year's total cost per student divided by the previous year's total number of school days. The daily cost per student divided by two will be considered the cost per one-way ride.)

Policy Cross Reference:

Legal Reference:

Policy History:

Adopted:	07/14/1997
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