

1 **STUDENT TRANSPORTATION SERVICES REGULATIONS**
2

3 **DEFINITIONS:**

4 **“Hazardous Area/Unusual Hazard”** refers to a designated area that does not provide a safe
5 walk path to/from the school during normal weather conditions. The walk path may include
6 traversing a park on designated sidewalks, or alongside streets using either the established
7 sidewalk or the grassy area that is protected by a curb (to distance vehicles from
8 pedestrians). Traffic controls such as stop signs, traffic lights and pedestrian crosswalks are
9 generally considered to be safe to use to cross a street for all grade levels. However, hazardous
10 areas vary, and a street crossing or walk path may be determined to be unsafe. In addition,
11 some hazardous areas may be mitigated by the addition of a crossing guard.
12

13 **“Walking distance”** is determined using the latest Geographic Information Systems (GIS)
14 sidewalk data. Alexandria City Public Schools (ACPS) utilizes the shortest path distance,
15 excluding hazardous areas, when determining the one-mile walking distance for students in
16 grades K-8 and the one-and-one-half mile walking distance for students in grades 9-12. The
17 walking distance is calculated from the front door of the residence to the front door of the
18 school.
19

20 **“Qualifying Services or Accommodations”** indicates that a designated transportation
21 requirement has been afforded to a student:
22

- 23 • By the student’s Individualized Education Program (IEP) or 504 Plan to provide the
24 student with access to a Free and Appropriate Public Education (FAPE);
- 25 • In accordance with the McKinney-Vento Homeless Children and Youth (EHCY)
26 Program to eliminate barriers to remaining in the student’s school of origin and to
27 provide equal access to programs and activities; or
- 28 • To accommodate involuntary displacement of a student that impacts their ability to
29 attend their school of origin.
- 30 • These criteria apply only to the student, and not to the student’s parents/guardians.
31

32 **DETERMINATION OF TRANSPORTATION ELIGIBILITY**
33

34 ACPS provides transportation to students in grades K-8 living beyond a one-mile walking
35 distance from the school they attend, or where there is not a walk path free from unusual
36 hazards within a one-mile walking distance from the school.
37

38 ACPS provides transportation to students in grades 9-12 living beyond a one-and-one-half mile
39 walking distance from the school they attend, or where there is not a walk path free from
40 unusual hazards within a one-and-one-half mile walking distance.
41

42 ACPS reviews routes for unusual hazards in consultation with Health, Safety and Risk
43 Management staff, the Alexandria Police Department and the Safe Routes to Schools
44 Coordinator, and collaborates with City staff in the development of pedestrian and biking route
45 enhancements and projects.

46
47 Ultimately, parents/legal guardians have the responsibility for their children’s routes to and
48 from bus stops, schools, and home. ACPS recognizes that each student’s need is different, and
49 encourages families to provide supervision that is appropriate for the student’s age, maturity
50 and conditions of their chosen route.

51
52 ACPS provides transportation to any student eligible for qualifying services or
53 accommodations, as defined above.

54
55 ACPS does not provide transportation for students who have received an administrative
56 transfer outside of their attendance zone, in accordance with Policy JC/JCD.

57
58 **TRANSPORTATION ASSIGNMENTS FOR ELIGIBLE STUDENTS**

59
60 Bus Stop Assignments:

61
62 Bus stops will be established at safe locations to service eligible student riders. Students
63 eligible for transportation may be required to walk up to one-half mile to reach a bus stop.
64 Busing and/or walking assignments will be determined by the Department of
65 Transportation and provided to school administrations for dissemination to the
66 parents/legal guardians of all students. The Department of Transportation will review bus
67 stop assignments annually, prior to the start of each school year, and as needed throughout
68 the year. Bus stop assignments will be reviewed for safety hazards and to assure the
69 efficient use of buses.

70
71 Bus Route Assignments:

72
73 Bus routes will be determined based upon the location of designated bus stops servicing a
74 specific school. Bus routes consider the length of the bus ride for the longest riding student,
75 which will not exceed one (1) hour in normal conditions for K-12 students and 45 minutes
76 for pre-K students, and will be designed for efficiency of school bus operations. Route
77 assignments will be used to designate to which school bus or buses a student will be
78 assigned. Bus routes and assignments are subject to change based on enrollment and/or
79 the operational needs of the Department of Transportation.

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81
82 Established: April 26, 2018
83 Revised: May 9, 2019

84
85
86 Legal Refs.: 42 U.S.C. § 11301 *et seq.*
87 42 U.S.C. §§ 12131-12134.
88 Public Law 93-113 § 504.
89
90 Code of Virginia, §§ 22.1-78, 22.1-176, 22.1-221, 22.1-254.
91

92	Cross Refs.:	EEA	Student Transportation Services
93		EEAB	School Bus Scheduling and Routing
94		EEAC	School Bus Safety Program
95		GDP/IICAB	Use of Private Vehicles for Transporting Students
96		GDQ	School Bus Drivers
97		IICA	Field Trips
98		IICA-R	Field Trip Procedures
99		JB	Equal Educational Opportunities/Non-Discrimination
100		JB-R	Regulations Concerning Equal Educational Opportunities/Non-
101			Discrimination
102		JBA	Section 504 Non-Discrimination Policy and Hearing Procedures
103		JBA-R	Procedures for Section 504 Impartial Hearings
104		JC/JCD	Student Placement
105		JC-R/JCD-R	ACPS Student Placement Regulations
106		JCA	Transfer Requests by Student Victims of Crime
107		JEC-R	School Admission
108		JECA	Admission of Children who are Homeless
109		JFCC	Student Conduct on School Buses and at Bus Stops
110		JFC-R	Standards of Student Conduct

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I. DEFINITIONS:

“**Hazardous Area/Unusual Hazard**” refers to a designated area that does not provide a safe walk path to/from the school during normal weather conditions. The walk path may include traversing a park on designated sidewalks, or alongside streets using either the established sidewalk or the grassy area that is protected by a curb (to distance vehicles from pedestrians). Traffic controls such as stop signs, traffic lights and pedestrian crosswalks are generally considered to be safe to use to cross a street for all grade levels. However, hazardous areas vary, and a street crossing or walk path may be determined to be unsafe. In addition, some hazardous areas may be mitigated by the addition of a crossing guard.

“**Walking distance**” is determined using the latest Geographic Information Systems (GIS) sidewalk data. [Alexandria City Public Schools \(ACPS\)](#) utilizes the shortest path distance, excluding hazardous areas, when determining the one-mile walking distance for students in grades K-8 and the one-and-one-half mile walking distance for students in grades 9-12. The walking distance is calculated from the front door of the residence to the front door of the school, whether or not a student lives within a one-mile walking distance.

“**Qualifying Services or Accommodations**” indicates that a designated transportation requirement has been afforded to a student:

- By the student’s Individualized Education Program (IEP) or 504 Plan to provide the student with access to a Free and Appropriate Public Education (FAPE);
- In accordance with the McKinney-Vento Homeless Children and Youth (EHCY) Program to eliminate barriers to remaining in the student’s school of origin and to provide equal access to programs and activities; or
- To accommodate involuntary displacement of a student that impacts [their/his/her](#) ability to attend their school of origin.
- These criteria apply only to the student, and not to the student’s parents/guardians.

DETERMINATION OF TRANSPORTATION ELIGIBILITY

I.

ACPS provides transportation to students in grades K-8 living beyond a one-mile walking distance from the school they attend, or where there is not a walk path free from unusual hazards within a one-mile walking distance from the school.

ACPS provides transportation to students in grades 9-12 living beyond a one-and-one-half mile walking distance from the school they attend, or where there is not a walk path free from unusual hazards within a one-and-one-half mile walking distance.

ACPS reviews routes for unusual hazards in consultation with Health, Safety and Risk Management staff, the Alexandria [P](#)olice [D](#)epartment and the Safe Routes to Schools

45 Coordinator, and collaborates with City staff in the development of pedestrian and biking route
46 enhancements and projects.

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48 Ultimately, parents/[legal guardians](#) have the responsibility for their children’s routes to and
49 from bus stops, schools, and home. ACPS recognizes that each student’s need is different, and
50 encourages [familiesparents](#) to provide supervision that is appropriate for the student’s age,
51 maturity and conditions of their chosen route.

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69 the year. Bus stop assignments will be reviewed for safety hazards and to assure the
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