

REGULATION

ANNE ARUNDEL COUNTY PUBLIC SCHOOLS

Related Entries: EAD

Responsible Office: OFFICE OF OPERATIONS, TRANSPORTATION DIVISION

SCHOOL VEHICLE SCHEDULING AND ROUTING

A. PURPOSE

To establish procedures for the routing and scheduling of school vehicles serving students going to and from their assigned school.

B. BACKGROUND

The Director of Transportation or the Director of Transportation's designee shall evaluate requests from parents/guardians requesting school vehicle route extensions for students. Those requests shall meet established guidelines outlined in this regulation.

C. DEFINITIONS

1. **Route Extension** – when a school vehicle route is extended onto a road segment not currently served by a particular school vehicle for the purpose of picking up or discharging students.

D. PROCEDURES

1. Consideration shall be given to the extension of an existing vehicle route when one or more students walk more than one mile to a school vehicle stop.
2. Other factors that shall be considered are time available to make the extension, suitability of roads for school vehicle operation, and availability of an appropriate turn-around area as determined by the Director of Transportation or the Director of Transportation's designee.
3. Extension of vehicle routes over non-public roads leading into developments shall be subject to the following conditions:
 - a. Owners of these roads be permitted to retain their rights of ownership; and

- b. The county extend its vehicle routes over these roads if requests for route extensions meet with the requirements of the Transportation Division and if the owners comply with the following:
 - i. Construct or reconstruct such roads in accordance with specifications available from the respective Director of Public Works; and
 - ii. Guarantee to maintain such roads to the satisfaction of the respective Director of Public Works.

4. The Board recognizes the potential threat to the safety of certain students walking to and from school during hours of limited visibility due to darkness. Those students residing within walking distances of their respective schools who attend classes which begin prior to 7:05 a.m. and end after 4:30 p.m. shall be provided transportation as follows:
 - a. Early morning transportation shall be provided during the months of November, December, and January;
 - b. Late afternoon transportation shall be provided during the months of November, December, and January;
 - c. The first school vehicle stop may be established one mile from the schools involved; and
 - d. Additional stops may be designated along specific routes at the discretion of the Director of Transportation.

Regulation History: Issued 06/20/12; Technical Edit 02/03/26

Note Previous Regulation History: None

Legal Reference: None