**EL DORADO UNION HIGH SCHOOL DISTRICT**

**Transportation Department**

4675 Missouri Flat Road | Placerville, CA 95667

(530) 622-6306 | Fax (530) 622-2308

Website: eduhsd.net

**School Bus Stop Request**

The bus routes currently established for the school year are contingent upon different criteria established in California State Law and District policies. Please read the attached policies and guidelines that will explain whether or not your school bus stop request is eligible for consideration. The Transportation Department will inform you of the District's decision as soon as possible after the request is processed. Thank you.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **CHECK SCHOOL OF ATTENDANCE** | | | | | | | |
| **HIGH  SCHOOL** | EDHS | PHS | ORHS | UMHS | IHS | PCA |  |
| **MIDDLE  SCHOOL** | MILLERS HILL  MARKHAM MOUNTAIN CREEK  PLEASANT VALLEY  GOLD TRAIL | | | | | | |
| **ELEMENTARY SCHOOL** | LATROBE SIERRA SCHNELL    PIONEER SUTTERS MILL GOLD OAK | | | | | | |

**COMPLETE FORM IN FULL**

|  |  |
| --- | --- |
| PARENT / GUARDIAN NAME | STUDENT NAME |
| PHYSICAL ADDRESS | MAILING ADDRESS (IF DIFFERENT) |
| PHONE NUMBER (INCLUDE AREA CODE) | E-MAIL ADDRESS |
| LOCATION OF REQUESTED STOP | |
| NUMBER OF STUDENTS THAT WILL USE THIS LOCATION | THESE STUDENTS WILL USE THIS STOP  Morning Afternoon Both |
| IS YOUR STUDENT(S) INVOLVED IN ANY SPORTS ACTIVITIES? IF SO, PLEASE LIST: | |
| ANY OTHER COMMENTS/INFORMATION | |

**Attachments:**

EDUHSD Board Policy AR 3540

California Code of Regulations Title 13, Section 1238

**EL DORADO UNION HIGH SCHOOL DISTRICT**

**ADMINISTRATIVE REGULATION**

**Business and Noninstructional TRANSPORTATION**

**Operations** **AR 3540**

No student shall be required to be transported for any reason without the written permission of the student’s parent/guardian, except in emergency situations involving illness or injury to the student. *(Education Code 35350)*

**MEANS OF TRANSPORTATION**

To provide transportation services, the Governing Board may purchase, rent, or lease vehicles; contract with a common carrier or municipally owned transit system; contract with responsible private parties including the parent/guardian of the student being transported; and/or contract with the County Superintendent of Schools. *(Education Code 35330, 39800, 39801)*

In contracting for transportation services, the district shall comply with all applicable laws and collective bargaining agreements related to bids and contracts. *(Education Code 3980239803)*

*(cf. 3311 - Bids)*

*(cf. 3312 - Contracts)*

**GENERAL**

It is the intent of the District to provide home-to-school transportation services to students whenever possible.

School bus stops and home-to-school bus transportation may be available to a student when all of the following conditions exist:

1. The student lives beyond the 3-mile no busing zone. The no busing zone is the area within a 3-mile radius (drawn on a flat map-air miles) of the school the student attends.

2. A student resides beyond a 3-mile distance to the nearest bus stop and there are 3 or more other students in that area and desiring to ride the bus on a regular basis at the beginning of the school year.

3. The proposed new bus stop and the road(s) leading to it are serviced by county, city, or state maintained roads all year-around.

4. There is sufficient space to safely turn a bus around.

5. The new bus stop meets criteria for bus stops as established by California Code of Regulations, Title 13, Section 1238.

6. Payment of transportation bus fees per Administrative Regulation 3250.

**“0” PERIOD, ROP, AND AFTER SCHOOL ACTIVITIES**

Home-to-school transportation is not provided to students attending “0” period in the morning, ROP programs, and after school activities.

**INTERDISTRICT TRANSFERS**

Home-to-school transportation is not provided to students living outside the school District.

**INTRADISTRICT TRANSFERS**

Home-to-school transportation will be provided for students on intradistrict transfers to the extent that the student can use the existing bus routes and bus stops. The student may use such bus routes to go to one school and transfer to a bus service to the desired school.

**BUS ROUTES AND STOPS**

School bus and school pupil activity bus stops made for receiving and discharging pupils shall be designated by the Superintendent or designee.

New subdivisions or areas may constitute a stop if the safety and number of students warrant this pickup and the above requirements are met.

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**California Code of Regulations**

**SCHOOL BUS STOPS – 13 CCR 1238**

The following section is quoted from 13 CCR:

1238. (a) **Designated Stops.** School bus and SPAB stops made for receiving and discharging pupils shall be designated by the school district superintendent.

(b) **Prohibited Stops.** A school bus stop shall not be designated at the following locations:

(1) Within 200 ft of the nearest rail of any **railroad crossing or grade**, except at railroad stations or on highways that parallel the railroad tracks

(2) The **left-hand side** of any highway

(3) On a divided or **multiple-lane highway** where pupils must cross the highway to board or after exiting the bus, unless traffic is controlled by a traffic officer or official traffic control signal. For the purposes of this subsection, a multiple-lane highway is defined as any highway having two or more lanes of travel in each direction.

(c) **CHP Approval.** Unless approved by the department, a school bus stop shall not be designated at the following locations:

(1) Upon the main traveled portion of a highway where there is not a clear **view of the stop from 500 ft** in each direction along the highway and the speed limit is more than 25 mph.

(2) On a **highway**, pursuant to Vehicle Code Section 22504(c)