



## TRANSPORTATION DEPARTMENT

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# BIG WALNUT TRANSPORTATION PROCEDURES AND GUIDELINES

## GROUP STOPS

- Ref #3301-83-13(B) School bus stop location (1) of Operation and Safety Rules states: Pupils in grades kindergarten through eight may be required to walk up to one-half mile to a designated bus stop.
- Bus Stop Guidelines: The director of transportation is assigned the responsibility to increase the number of group stops. Stops will typically be placed at corners not to exceed 0.5 miles from the student's residence. Students who are eligible for transportation may be required to use a group stop or wait at another designated bus stop within these guidelines.
- Home stops may be designated for students with special needs such as preschool or disabled students as determined by the administration.
- Occasionally, a home address may be designated as a group stop if accessible by several students.

## TRANSPORTATION TO/FROM DAYCARE/CARE PROVIDER FACILITIES

- Students who reside within the Big Walnut Local School District will not be transported to or from daycare or care provider facilities. Transportation will be the responsibility of the care provider.
- Under certain circumstances, regulations adopted by the State Board of Education and the Ohio Revised Code (ORC) require transportation be provided. In those limited cases, transportation will be provided.

## ALTERNATIVE STOP REQUEST

Requests from district families to provide special requests for transportation to or from any address other than home will be honored under the following conditions:

1. The alternate stop requested for transportation must be on an existing route that originates from the school that the student attends. Additional routes will not be added, and existing routes will not be modified to accommodate a request. Kindergarten requests must also be from an address that exists in a boundary assigned to the same school and the same session of kindergarten (am/pm) that is being requested.
2. Space must be available on the bus for your request to be considered. If a request is approved and the bus later becomes overcrowded, the request will be reevaluated and may be denied at that time.
3. The transportation requested must be for transportation that is going to be provided on a weekly basis. Parents are requested to provide a detailed calendar to the transportation department and to the school.
4. Please allow at least 5 school days to process your special transportation request. You will be notified of approval or denial.