



Independent School District 152



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Special Education Transportation

Administrative Procedure: 707.1

Section: 700 Non-Instructional Operating and Business Services

Date Adopted: 08/01/1989

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Date Reviewed: 06/25/2018

The following are points to consider in establishing guidelines for providing transportation to students with disabilities for whom transportation is required because of the student's disability and/or special education program needs.

The goal of special transportation is to provide availability to special education programs for those students who need transportation as a special education related service. The special education programs may be at a building other than the one to which they would normally be assigned. The need for special education transportation is determined by the student's Individualized Education Program (IEP) team.

The Transportation Department will provide transportation to students using special transportation when an IEP has been approved and transportation is needed because of the student's disability. [Administrative Procedure 707.2: Transportation Plan](#) will be completed by the student's special education case manager who will send it to the Transportation Department. Arrangements for special transportation will be made by the Transportation Department.

[Administrative Procedure 707.2: Transportation Plan](#) must be completed yearly or wherever there are any changes in the needs pertaining to specialized transportation.

In addition:

- 1) Specially adapted seats, support and/or protective devices shall be provided for students with a disability who need such devices to ensure their safe transportation.
- 2) The school district Transportation Department will be responsible for all equipment which becomes a part of the vehicle. This will include wheelchair restraints, child restraint vests and car seats. The school district or parent may provide a qualified Child Safety Restraint System that meets Minnesota requirements and NHTSA recommendations.

- 3) The parent will be responsible for equipment which comes with the student (e.g. wheelchairs, travel chairs and crutches).
- 4) The parent is responsible for securing the student to the wheelchair prior to boarding the bus.
- 5) The student will be transported in whatever chair/securement device is provided by the parent. However, the device must be appropriate for the safety of the student.
- 6) Bus personnel will be responsible for securing the wheelchair to the interior of the school bus or securing the child in his/her seat in whatever securement device used by the child.
- 7) Bus personnel and parents will cooperate in assisting small children onto the bus and into car seats. Non-ambulatory students over 40 pounds must enter the bus via hydraulic lift in appropriate travel chair (see items 3, 4 & 5).
- 8) The bus driver will make one stop at a student's home or designated destination. The parent/guardian is expected to be home to receive the student. If the student cannot be delivered according to the procedure agreed upon on the Transportation Plan, the bus driver will take the student back to school. The parent will be responsible for any costs associated with the alternate facility.
- 9) Other factors may be considered by the child study team and noted on the Individualized Education Program (IEP) and district Transportation Plan.