
Transportation of Special Education Students Policy 3-402c

Purpose

To ensure that students with disabilities who are entitled to transportation as a related service receive appropriate, safe, and timely transportation services.

Provide parents with guidelines for transportation of their special education students.

Scope:

The District recognizes its responsibility to provide safe, appropriate, and legally compliant transportation to students with disabilities when such services are required by the student's Individualized Education Program (IEP) or as otherwise required by law.

1. Related Service

Transportation is identified as a related service under the Individuals with Disabilities Education Act (IDEA) and must be provided at no cost to families when deemed necessary by the IEP team.

2. Transportation

The District is committed to ensuring that all transportation services meet the individual needs of students, are delivered in a manner consistent with federal and state law, and reflect our values of equity, dignity, and respect.

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Revised on: N/A

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Administrative Regulations

1. Transportation Program Requirements

The Superintendent or designee shall develop and implement a transportation program for students with disabilities that:

- Coordinates special education transportation with regular education transportation services when appropriate.
- Ensures timely communication between IEP teams and transportation personnel whenever transportation is designated as a related service.
- Coordinates with the SELPA and other local educational agencies (LEAs) as needed.
- Ensures that any master contract or individual services agreement with a non-public school (NPS) or non-public agency (NPA) clearly defines the transportation responsibilities.
- Requires that for NPS placements, transportation services (if required) are clearly identified, and that the NPA/NPS may subcontract with a transportation provider but not require another LEA to provide transportation.
- Affirms that the District will not limit its obligation to monitor or maintain any medical device required for health and safety during transport.
- Establishes staff training protocols to address the unique needs of transported students.

2. Options for Meeting Transportation Needs

As specified in the IEP, the District may offer:

- Transportation by a school bus operated by the District or through a contract with another LEA;
- Transportation services through a third party;
- Mileage reimbursement to parents or guardians who transport their children to and from school; or
- Other options as determined appropriate by the IEP team and approved by the District.

3. Parent and Community Communication

The District shall:

- Provide clear information to families about transportation services in a language and format they understand.
- Notify families promptly of changes to routes, pick-up/drop-off times, or providers.
- Designate a transportation contact person for family inquiries.
- Offer guidance to parents on how to request changes or report concerns.

4. Safety and Equipment Standards

- Transportation services must be compatible with any required medical equipment or mobile seating devices.
- Procedures must ensure compatibility with applicable Federal Motor Vehicle Safety Standards.
- Drivers and aides must receive training on:
 - Installation and securement of seating devices;
 - Emergency evacuation protocols; and
 - Disability awareness and student-specific needs.

5. Student Behavior and Disciplinary Protections

- Students with disabilities shall not be denied transportation services as a disciplinary consequence without an IEP team review.
- If a suspension from transportation is considered, the IEP team shall determine whether it constitutes a change in placement and follow the IDEA and other applicable requirements for manifestation determinations.

6. Funding and Reimbursement

The District shall:

- Track transportation expenses to support claims for apportionment as required by law;
- Document and process parent reimbursement requests in alignment with IEPs and District policies.

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