

Area: Transportation

Subject: TR09 - Trip Routing

Reference: 1310.20 (a-b)(7)

Policy: SCOE will ensure that when providing transportation services, the safety of the children being transported is the primary consideration in planning fixed routes.

Procedure:

1. Grantee staff will review the route sheets and procedures designated by the agency annually to ensure:
 - a. Transit time for children does not exceed one hour
 - b. Vehicles are not loaded beyond capacity
 - c. The use of alternate routes in case of hazardous conditions that could affect the safety of the children

Supervised by: Director II

Performed by: Child Development Supervisor

Forms needed: Monitor Instrument

Frequency: Annually