

MERIDIAN ISD TRANSPORTATION STANDARD OPERATING PROCEDURES

Route Maps, Directions, and Bus Stops for Meridian ISD Transportation Department

Drivers are not authorized to change the way in which a route is driven or alter bus stops. When the driver makes unauthorized changes to his or her route, the driver assumes liability for such changes.

If the driver observes circumstances on a route which could impact student safety or transportation efficiency, then he or she shall report this information to the Transportation Director on the Route Hazard form. Only then can changes be made to the route.

When changes are made to a route, these changes do not become effective until the driver receives them in writing. During inclement weather, the driver is given reasonable latitude to exercise good judgment in making additional stops in order to let students off closer to their homes without deviating from the normal route path.

As student enrollment fluctuates, the Director of Transportation Services or his designee has the option to adjust routes in order to even out student loads or route times.

Students are to unload at their designated bus stops only. Any temporary changes to a student's pick-up or drop-off location will be communicated to the school office and, in-turn; notification will be made to the driver. Without information from the school office, or Mitten consent from a parent, a student may not ride a different bus or get off the bus at a different stop.

Bus drivers will not get off the bus and escort any student(s) to their residence or drop-off point. For Pre-Kindergarten students, parents/guardian are required to hand deliver students on and off the bus. For students who require special education transportation, there will be an additional staff member to deliver students to their residence/drop-off point.

Bus Policies and Procedures for Meridian Independent School District

Parents should notify the school office no later than 30 minutes before dismissal. If at all possible, a written note should be sent to the child's teacher on the day of the schedule change.

The school office will notify the child's teacher either through an email with a return receipt to confirm schedule change notification or through oral communication on the inter-office phone call system.

The child's teacher will adjust the student's transportation placement to reflect the schedule change so that it may be communicated to the child's bus driver.