

Frequently Asked Questions

Is every student with a disability eligible for special transportation services?

No. Only students recommended by the ARD committee and whose IEP specifies that special transportation services are required to enable the student to obtain a free and appropriate public education (FAPE) will be eligible.

What does the ARD committee consider when it is deciding whether or not my child is eligible for special transportation services?

The ARD committee considers a number of factors including, the student's disability, the location of the student's special education services, the student's communication abilities; and the student's reliance on special equipment.

How long will it take for a route to be scheduled for my child?

After transportation services has received a completed request from an authorized representative of the ARD committee, services should begin within ten school days.

What kinds of services does the district provide?

The district provides the transportation services specified by the ARD committee.

Are safety devices used when transporting my child?

Safety devices as appropriate, are used to properly secure and protect passengers. Additionally, all buses are twoway radio equipped to ensure that the bus operator has communications with the terminal.

Will special transportation service, if recommended by the ARD committee, cost me anything?

No. There is no charge for transportation services if the ARD committee has determined that transportation services are required. However, personal equipment such as an appropriate wheel chair, if needed, is the responsibility of the parent or guardian to provide.

May I transport my own child rather than have the district provide special transportation services.

Yes. Parents or guardians of students who have been recommended for special transportation services may elect to provide their own transportation. The district will reimburse mileage for private transportation at the rate of 25 cents per mile to a maximum of \$816 in any one school year.

Where will the bus pick up and deliver my child?

The district provides curb to curb service, to and from school or other specified programs as required. Students must be prepared and ready for boarding at the scheduled time of arrival for the bus in the mornings. In the afternoons, the parent or a designated responsible person must be available at the student's destination to receive the child.

What should I do if the bus does not come in the morning or afternoon at its scheduled time?

If your child's bus is more than ten minutes late, please contact a supervisor at the terminal for your child's route.

What should I do if I have an emergency and cannot be home to receive my child?

You should immediately contact a motorpool supervisor at the terminal where you child's route is dispatched.

Can my child be dropped off in the afternoon at a location other than my home?

Yes, if the requested drop off location is within one mile of your home address where the student is picked up in the mornings. A request for this service must be made in writing to your Special Education Department Chairperson at your child's campus.

If I move, what should I do to be sure that transportation services will continue for my child?

Contact the Special Education Department Chairperson at your child's campus immediately if you move or if your telephone number or alternate address location changes. Transportation may need as much as 10 school days to effect a change in service for your child.



Transportation Services for Students with Disabilities

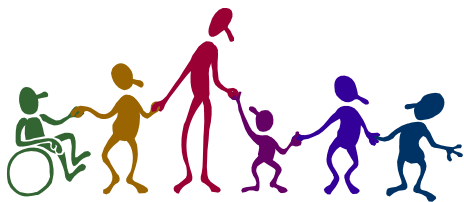
Phone Numbers

Transportation Services	(713) 613-3040
Barnett Terminal	(713) 845-5022
Butler Terminal	(713) 726-2100
Central Terminal	(713) 676-9431
Northwest Transportation Center	(713) 613-3049



Houston Independent School District
4400 West 18th Street
Houston, TX 77092-8501

Transportation Services for Students with Disabilities



Resident district students with disabilities (as defined by the Individuals with Disabilities Education Act) may be eligible for transportation as a related service upon recommendation of an Admission, Review, and Dismissal (ARD) Committee at the student's campus. Transportation services provided by the district for students who have been through the ARD process and who are placed in a special education setting are specified in the student's Individualized Education Plan.

Transportation services cannot, by federal and state law, provide special needs transportation or alter existing transportation requirements for a special needs student without the approval and recommendation of a duly constituted ARD Committee. **For the protection of the students we serve, requests for special needs transportation or alterations thereof which have not been recommended and approved by a duly constituted ARD committee will not be considered.**

For more about special education transportation services, please review the information below. You may also want to visit the HISD Special Education Department web site at www.houstonisd.org/portal/site/Transportation for additional information and helpful telephone numbers.

District Responsibilities:

- Establish and implement transportation guidelines and procedures that will ensure reasonably safe, reliable, and on-time transportation services for eligible students with disabilities
- Communicate transportation policies and procedures to parents at the Admission, Review, and Dismissal (ARD) and Individualized Education Program (IEP) meetings.

Parental Responsibilities:

- Make sure that your child is ready to board when the bus arrives. Delays in boarding will result in other students being picked up late and repeated violations of this policy may result in a temporary or permanent suspension of service for your child.
- Be at home or have a designated responsible person there when your child is scheduled to arrive from school. If you have an emergency and you or a responsible person cannot be at home for the delivery of your child, it is your duty to notify the motor pool supervisor at the terminal for your child's route. This will enable the motor pool supervisor to notify the bus operator of your status and enable the operator to attempt another delivery of your child to your home or an approved alternate drop-off location. Alternate drop-off locations should be used only in the event of a true emergency. Repeated violations of this policy or an unreasonable number of emergencies may result in a temporary or permanent suspension of service for your child.
- Discuss the transportation rules, regulations, and appropriate behaviors with your child. Your student is subject to the Student Code of Conduct while riding an HISD school bus.
- If your child is ill and unable to ride the bus, please notify the motor pool supervisor on duty at the terminal for your child's route.
- Notify your child's campus immediately if there are any changes to you personal circumstances (i.e. address change, telephone contact numbers, alternate address information). This information is extremely important for the welfare and safety of your child.

Student Responsibilities:

- Observe the same conduct rules as the classroom while riding an HISD school bus.
- Use appropriate language and be courteous to your bus operator and fellow passengers.
- Do not eat, drink, or smoke on the bus.
- Throwing objects out of a window or littering the bus is prohibited.
- Sit in your assigned seat and remain seated at all times until you are at your final destination.
- Obey the directives of the bus operator and the transportation attendant. Keep your hands, feet, and head inside of the bus at all times.
- Respect school property. You and your parent or guardian will be responsible for any damage you cause to an HISD bus.
- Inappropriate gestures or comments to passing motorists or others outside of the school bus is not allowed.

For Your Information:

Routes are assigned to the terminals by route numbers. Please take the time to know your child's route number.

Route Numbers

1500 – 1899	Barnett Terminal
2500 – 2899	Butler Terminal
3500 – 3899	Central Terminal
4500 – 4899	Northwest Transportation Center