BEAUMONT UNIFIED SCHOOL DISTRICT
Bus Pass Application Policy and Procedures
TRANSPORTATION DEPARTMENT

ELIGIBILITY:
All students applying for transportation services must live outside of the walking parameters (based on their home address) to qualify for busing. Students attending elementary sites are measured at a 1-mile walking radius. Middle and High Schools students are not eligible for transportation, beginning 2012-13 school year.

- ✓ We DO NOT provide transportation to students that reside within the walking parameters of their school site.
- ✓ We DO NOT provide transportation for Inter/Intra District Transfer students.
- ✓ We DO NOT provide transportation to/from daycare facilities outside of students' school site boundary.
- ✓ We DO NOT provide transportation to/from private daycare locations.

APPLICATIONS:
Once the student is determined eligible for transportation services, an application is required for each student. Parents must fill out the application entirely and sign upon completion.

COST:
All students are required to pay for transportation services at the time of application. No exceptions. If free or reduced transportation services are requested, parents must complete an application and provide proof of income. ONLY those documents listed on the application will be accepted as proof of eligibility. Free or reduced transportation fees will not be granted without proof. ONE application PER FAMILY is required.

> ***Note:*** Free and reduced eligibility MUST be applied for at the time a bus pass is issued. There are NO free or reduced applications accepted on previous balances due. ALL previous balances must be paid PRIOR to the 2013-14 bus pass application. There will be a $25 fee applied for all returned checks. Any "stop payment checks" or "unpaid/returned checks" will be turned over to the District Attorney.

STUDENT HANDBOOK:
All students and parents utilizing transportation services must receive and sign for the student handbook. Parents are asked to please read and discuss the information contained within to benefit in receiving safe school bus riding practices. The signed acknowledgement will be attached to the approved application.

K-2nd GRADE STUDENTS:
An adult or designee must meet all primary students grades K through 2 when they reach their designated bus stop. Parents may choose to waive the responsibility of the school district and sign the designated section on the bus pass application, which applies to this policy. Parents are requested to list a name and phone number of such designee if they DO NOT wish to have this policy applied.

OVERFLOW STUDENTS:
Students placed on overflow status *will not be charged* for transportation services. If they live outside of the busing boundary of their home school site, the Transportation Dispatcher will assign them to a bus stop. If students are within the walking parameters of their home school site, they will be transported to and from the home school site to their assigned overflow site. The Transportation Dispatcher will determine this. *Parents are required to complete an application form and obtain a bus pass from the Enrollment Center.*

REFUND POLICY:
Refunds will be made on annual fees and semester fees only. The refund amount will be prorated according to the number of unused days, less $10 ($10 of each pass covers costs). Refunds will be made to parents/guardians if the student is leaving BUSD and will be prorated accordingly. Refund requests due to privileges being lost due to behavioral problems for less than the remainder of the school year will not be granted. ALL refund requests MUST be in writing and submitted to the Transportation Department for consideration and approval.