

School bus stops are established using NC Public School Law, NC State Board of Education Policy and ECPPS Board of Education Policy. As a general rule, bus stops are located close to elementary students' homes while middle and high school students are assigned to community and/or corner stops. Parents and guardians of students assigned to school bus routes shall be informed of the estimated stop time and make sure that students are at the school bus stop prior to that arrival time.

School bus routes and bus stops are established based on the following criteria:

- Bus routes shall be planned in a manner designed to conserve fuel and to use buses efficiently.
- School buses shall not deviate from a general path of travel, such as side roads and cul-de-sacs, for a distance of less than one-half mile and then return to the original path except as allowed by NC State Board of Education Policy TRAN-002. Exceptions are made for groups of 10 or more students and pupils with special needs as defined by an Individual Education Program (IEP).
- Unless deemed necessary, transportation is not provided to students who reside within 1.5 miles from the school. Buses will be routed so that the bus passes within one mile of the residence of each student assigned to the bus.
- Stops are generally not located closer together than 0.1 miles.

If your student's stop qualifies for an exemption based on the routing criteria required by State Law and Board Policy, please complete the information below and return to the school or fax to the Transportation Office at 252-335-4609.

**PLEASE PRINT**

Student's Name \_\_\_\_\_

Parent/Guardian \_\_\_\_\_

Phone number where parent can be contacted: \_\_\_\_\_

Present stop location assigned: \_\_\_\_\_

Bus # \_\_\_\_\_ AM                      PM                      Both

Requested bus stop location: \_\_\_\_\_

Please state the characteristics of the present stop assignment which justify a change in the location of the stop or placement of an additional bus stop, based on the laws and policies stated above.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

OFFICE USE: \_\_\_\_\_

Date Received \_\_\_\_\_

Stop will remain the same YES NO Reason \_\_\_\_\_

New Stop Location, if any \_\_\_\_\_

Parent Contacted \_\_\_\_\_ Date \_\_\_\_\_ By \_\_\_\_\_