



# Transportation Qualifications and Bus Assignment Procedures

## **General Education Students:**

The walking rate of children and youth increases with maturity. A pattern of varying distances (No Transportation Zones) for the elementary, middle, and high schools was established by the Fort Wayne Community School Board. Students must meet the following qualifications and will be assigned transportation according to the below procedures:

1. Elementary Pupils – All FWCS elementary students must reside more than a radius of (1) mile from the school which they attend to be eligible for transportation at public expense.
2. Middle School Pupils – All FWCS middle school students must reside more than a radius of one and one-half (1 ½) miles from the school which they attend to be eligible for transportation at public expense.
3. Senior High Pupils – All FWCS senior high students must reside more than a radius of two (2) miles from the school which they attend to be eligible for transportation at public expense.

## **Bus Stop Assignment:**

1. Transportation eligibility is based upon the students' home address only.
2. The student address listed in PowerSchool (Student Database) is used to determine the students' transportation eligibility.
3. Students that live in the identified "No Transportation Zone (NTZ)" do not qualify for transportation.
4. With the exception of Magnet school students and Program of Study students (assigned thru the Lottery), Intra-district transfer and out-of-district students will not qualify for transportation.
5. Students are assigned to one bus stop only (the bus stop closest to the student's home).
6. General education students ***are not*** assigned to bus stops based upon childcare address/location.
7. Due to liability, students are restricted to riding his/her assigned bus only and must use the assigned bus stop.
8. Bus assignment information will be mailed to each eligible student prior to the start of each school year.
9. ***Inquiries regarding transportation eligibility and requests should be forwarded to the Transportation Routing Department at 467-1905, option #3.***

## **Change of Address (student moves to another attendance area within the FWCS district):**

1. The address must be verified and approved by Family and Community Engagement (467-2120).
2. The verified address must be entered into PowerSchool as soon as possible.
3. The transportation routing system (Versa Trans) will download the information from PowerSchool each night.
4. The student must qualify for transportation according to the NTZ policy.
5. Transportation for eligible students will become effective within five (5) school days of receipt of the download into the electronic routing system.