

A Quick Reference to
Jordan School District

Bus Service



State Standards, District Policies and Transportation Guidelines

Space Available Guidelines:

Buses with available space will be allowed to serve ineligible students within the limits set by the state of Utah. Jordan District's Space Available program works as follows:

- If space is available, students who live too close to school to qualify for state supported bus service may be allowed to ride from the nearest existing approved bus stop. (This privilege will not be granted when there are overriding safety issues.)
- Space available passes are issued for no more than one year. Principals are expected to notify parents that riding passes issued to ineligible students are temporary and may be withdrawn at any time:
 - Passes may be withdrawn if an increase in eligible riders reduces the number of seats available.
 - Passes may be withdrawn if student conduct does not conform to the rules posted in the bus.
 - Ineligible riders who are issued bus passes must agree to the designated, existing bus stop. Bus stops will not be added to accommodate space available riders.
- If space is available, principals may issue a one-time riding pass to a student with a need, provided the bus is not required to travel outside the approved route or make a special stop. One-time riding passes are to be considered on an individual basis when warranted by exceptional circumstances.
- Students who elect to attend a school other than their boundary school, by permit, their parents are responsible for transportation to and from school. However, permit students may be considered for space available passes. It is important to note, boundary students requesting space available passes will be given first priority.
- Space available passes will not be issued to regular education students to ride on special education buses.
- Parents have the responsibility to submit an application for space available passes each year. Request forms are available through your school administration.

Issuing Space Available Passes:

- Space available on regular education buses will vary depending on the number of seats on the bus and the age and size of student.
- Space available passes may not be issued for a traditional calendar school prior to the 15th day of the school year.
- Assignment of Space Available Passes:
 - Each school in cooperation with their School Community Council will establish guidelines for the method that will be used to issue space available passes. Distribution of passes may occur anytime during the year if space is available. Parents who request passes after initial assignments have been made may be placed on a waiting list. Options for consideration in identifying how seats will be assigned include:
 - Distance from the school
 - A random drawing
 - First-come / first-serve
 - Student with verified medical issues
 - Special needs or concerns
 - Age of student
 - Rotating neighborhoods
 - Other methods as determined by the School Community Council
- Signed space available request forms will be forwarded to the Transportation Department with instructions from the school on the criteria to be used in assigning available seats on the bus. Transportation will determine how many seats are available and will assign students to the bus accordingly.