



A Parent's Guide to Specialized Transportation for Students with Disabilities

Specialized transportation is a related service for special education when it is required in order for a student with disabilities to benefit from special education services. Individual decisions about transportation are made by the Individualized Education Program (IEP) Team. This document contains questions parents can ask when discussing specialized transportation during an IEP Meeting.

How will I know my child's bus number?

Family Connect offers personalized communication related to your student. To log in to HCPSS Connect, visit www.hcpss.org/connect/.

How will I know my child's pick-up and drop-off time?

You will receive a phone call from the bus driver within a day or two prior to their first day of school.

Who will meet my child at school and make sure they get from the bus to their class, then from class to the correct bus at the end of the day?

All schools assign staff to bus duty. These staff supervise students from the bus to the school building. If your child requires direct assistance, the school team will identify staff to support your child from the bus to the school. Sometimes, this is a paraeducator, student assistant or teacher. Specific assistance on and off the bus should be documented in the IEP and on the Specialized Transportation Articulation Form to ensure everyone knows the supports that are needed.

How will I find out if school is canceled?

HCPSS provides school alerts through School Messenger. The operating status of schools is also posted at <https://status.hcpss.org/>.

What should I do if my child is sick and not going to school, or if they have an afternoon appointment and will not be on the afternoon bus?

Contact the bus driver and school staff, and follow the process for late arrivals and early dismissals.

Can my child get off at another stop or take a different bus to a friend's house after school?

If your child receives specialized transportation, consult your child's case manager to make a change in bus service.

Can the bus drop my child off somewhere other than my house such as an aftercare or daycare setting?

Yes, if the alternative location is within the school zone of the school placement or the school zone where you live. It must be for 5 days per week.

What happens if my child has an emergency (medical, behavioral, etc.) on the bus? How are the bus aides trained?

Student specific information is provided to the bus drivers and bus aides who are trained annually and as needed. In case of immediate emergency, the bus team may call 911 for assistance.

What if my child has a medical condition such as allergies, seizures, diabetes?

The bus team will refer to the Emergency or Health Care Plan, may pull over, and may call 911. Parents are also encouraged to communicate specific medical information to the bus team.

Will bus staff follow my child's behavior intervention plan?

The bus team will follow the behavior strategies identified by the IEP Team.

Will my child wear a seat belt or other safety equipment?

The need for safety equipment will be determined by your child's IEP Team.

How are bus cameras used? Who is able to access the camera? How long does the data stay in the system?

Bus cameras are used on all regular route buses and most replacement buses. School administration and the Transportation Office can access camera information, which is available for 20 working days.

What if I'm not home when the bus arrives at my house for drop off?

Generally, parents are required to have a responsible person to receive the student. If a responsible adult is not available, the student may be returned to the school for parent pick up. Parents are urged to discuss other options during an IEP meeting, based on their child's strengths and needs.

Where can I get more information about Specialized Transportation?

HCPSS has a Parent Handbook for Specialized Transportation, which you can request from your child's school.

Further questions? You can contact your child's case manager if you have further questions about specialized transportation.