



# NAZARETH AREA SCHOOL DISTRICT

## TRANSPORTATION DEPARTMENT

### Frequently Asked Questions

#### **How do I reach the Transportation Department?**

Nazareth Area School District  
Transportation Office  
One Education Plaza  
Nazareth, PA 18064  
Phone: 610-759-1170 x 1177  
Fax: 610-849-0878  
Email: [transportation@nazarethasd.org](mailto:transportation@nazarethasd.org)

#### **Who is responsible when transportation is provided by a school district?**

The Board of Directors oversees all aspects of the transportation program from the moment a child boards until they disembark. Responsibility to and from the bus stop, as well as during the wait time, is a joint responsibility between parent/guardian and the student.

#### **Can my child have an alternate bus stop for childcare?**

The Transportation Committee of the Board recognizes constraints on working families and will accommodate an alternate stop for childcare purposes where that stop is along an existing route within the same building attendance area. This stop must be established on a consistent basis from week to week throughout the school year. The request must be in writing or email or by utilizing the Transportation Departments' Childcare Transportation Request Form.

#### **May my child ride home on a friend's bus so that he/she may attend an after school activity?**

Due to our student bus population, coupled with the requirements of the State, we cannot permit the use of buses for personal convenience or the transporting of students for social arrangements.

#### **How will I know my child's bus assignment for the coming year?**

Busing information for Nazareth Area School District schools is accessible online and is linked to a student's PowerSchool record. After setting up an account, parents and guardians may log into the Parent Portal and click on the Transportation link to view their child's pick-up and drop-off times, bus number and bus stop descriptions. Students also have access to their transportation information in their web-based PowerSchool account.

Busing information for Private and Charter Schools students is communicated to parents/guardians via email.

If bus stop locations are modified and/or pick-up and drop-off times are adjusted more than 10 minutes, parents/guardians will be notified via email.

**How do I get bus service for my children if we move to a new address?**

If you are moving into the Nazareth Area School District from another school district or moving to a new address within the NASD, the procedure is the same. You must provide proof of residency to the Central Registration Office. Once the address is verified within the boundaries of Nazareth Area School District, the Central Registration Office will notify the Transportation Department. At this point, a bus stop will be set up to transport the students. For proof of residency guidelines, please contact the Central Registration office.

**How do you determine where my child's bus stop will be?**

Bus stop locations are determined by many factors such as:

- Road sight-distance in either direction (visibility)
- Safety of the stop for standing
- Distance from the nearest established stop
- Age of the student(s)
- Ridership

**How far may a child be asked to walk to their bus stop?**

Based on PA State Law, the Nazareth Area School District policy states that elementary and intermediate students may walk up to 1.5 miles and secondary students may walk up to 2-miles to their bus stop.

**My child has to walk to school. How is this determined?**

All elementary and intermediate students living more than 1.5 miles from their schools and all secondary students living more than 2 miles from their schools shall be transported to their respective schools. The transportation of other students within the mileage radius for their schools will be designated as non-transported, and will walk to their respective schools.

Hazardous roads will be taken into consideration to determine whether your child will be transported to/from school even if they fall within the 1.5 mile or 2 mile distance from their respective schools. Hazardous walking routes are determined by laws provided by the Pennsylvania Department of Education (PDE).

All students living in the Nazareth Borough will be considered walkers to Shafer Elementary School, as well as Nazareth Area Middle School and Nazareth Area High School. Students living in Nazareth Borough will be transported to Nazareth Area Intermediate School on shuttle buses.

**How is a hazardous road determined?**

PennDOT regulations address hazards related to road or traffic conditions. If a road is deemed hazardous by the State, students are limited to walk up to 500 feet on said road to their bus stop or school.

**How long may a child be required to ride on a bus?**

This is a decision based on criteria such as geography and student population distribution.

There are no time limits set by law or regulations. Nazareth Area School District makes a sincere effort to establish reasonable and optimized routes to manage the duration of the bus ride for all students.

**We have enrolled our child in a private/charter school and wish to apply for transportation. How do we go about this?**

If the location of your school falls within the 10 mile radius of the outermost boundaries of the Nazareth Area School District, you will need to obtain a Request for Transportation under Act 372 form directing us to provide transportation. This form can be obtained from your school after your student is enrolled, and may be emailed to the Transportation Department from the school principal and/or designee.

**What time should I arrive at my bus stop?**

Please have your student at the stop and ready to board the bus 10 minutes prior to the scheduled pick-up time. Additionally, It is expected that the parent/guardian or designated adult be at the bus stop 10 minutes prior to the scheduled PM drop-off time to receive their child/children in the afternoon.

**The bus is consistently late / never came to my child's stop? Who do I contact?**

Please contact the Transportation Office  
Phone: 610-759-1170 x 1177  
Email: [transportation@nazarethasd.org](mailto:transportation@nazarethasd.org)

**The bus driver is not stopping at my child's bus stop. What can I do?**

Please contact the Transportation Office  
Phone: 610-759-1170 x 1177  
Email: [transportation@nazarethasd.org](mailto:transportation@nazarethasd.org)

**My child is having issues with another student on the bus. How may I get this resolved?**

Please contact the Principal/Assistant Principal of your child's school to discuss student bus behavior. The Principal will work with the Transportation Department to address these concerns.

**My student missed the bus stop? What can I do?**

Please do not try to drive after the bus or go to the next stop to get your child off the bus. For safety reasons, students must get on/off the bus at their designated stop, unless a childcare arrangement is made and a temporary bus pass is given to the driver.

Please instruct your children to remain on the bus if they do not see a parent/guardian or designated adult at the bus stop and feel unsafe getting off the bus without someone there to receive them.

If a student does not feel safe exiting the bus at their designated stop location, or misses their bus stop, please instruct them to communicate this to the driver, and stay on the bus. The bus will continue on its route dropping off the remaining students. Depending on the bus schedule, your child will be returned to one of the following locations, and a parent/guardian will be contacted to arrange student pickup:

- The school of origin
- Another school within the Nazareth School District to be received by a school secretary or Administrator
- District Offices to be received by an Administrator
- The Jennings Transportation Depot (located in Bushkill Township) to be received by a member of their Administrative staff.

**When can I address the school bus driver directly regarding my safety concerns?**

We ask that you contact the Nazareth Area School District Transportation Office, rather than directly addressing the bus driver. At each stop, the driver is making sure the students are getting on/off the bus safely, and should not be distracted. The Transportation Department will follow up with Jennings Transportation Corporation to resolve any issues you may encounter regarding the driver.

**I would like to change my child’s bus stop. How do I do this?**

Please visit the Nazareth Area School District Website. Under Departments > Select Transportation > Select Transportation Forms > Select Bus Stop Change Request Form. Please fill out and submit the Google form. All requests will be addressed in the order in which they are received.

**I would like to set up childcare for my student. How do I do this?**

Please visit the Nazareth Area School District Website. Under Departments > Select Transportation > Select Transportation Forms > Select Childcare Transportation Request Form. Please fill out and submit the Google form. All requests will be addressed in the order in which they are received.

**My student left something on the school bus. How may I retrieve this?**

Please visit the Nazareth Area School District Website. Under Departments > Select Transportation > Select Transportation Forms > Select Lost and Found Form. Please fill out and submit the Google form. If found, we will give the item back to the student’s AM or PM driver, or deliver it back to the school. Please call the Nazareth Area School District Transportation office if you would like to make arrangements to retrieve the item from the Jennings bus depot

**There is Construction on my street and I cannot get to my child’s bus stop. What is the procedure?**

If the bus is unable to gain access to your stop, the Transportation Department will notify parent/guardian via email or phone call of the need for student pick-up/drop-off at the school, or will assign a temporary bus stop to be used for the duration of the construction.

**Is my student allowed to bring an instrument, athletic gear, or projects onto the bus?**

Please refer to the Carry on Guidelines on the Transportation Department website.

**My child is on crutches. Can they still ride the bus?**

If your child can get on and off the bus without assistance, they may continue to ride the bus while on crutches. If a cast, crutches, or boot impede the student's ability to maneuver the school bus steps, we ask that you consider parent transport, or notify your school nurse to work with the Transportation Department to set up temporary van transport to/from school for your child.

**Where do I find information regarding Inclement Weather Alerts/Closures/Early Dismissals?**

Please consult the board approved NASD School Calendar and your School website for scheduled early dismissals throughout the school year.

For inclement weather related early dismissals, delayed opening or closures, please check the following resources:

- Nazareth Area School District website (<https://www.nazarethasd.k12.pa.us/>)
- Facebook (@NazarethAreaSchoolDistrict)
- Twitter (@NASDBlueEagles)
- WFMZ (<http://www.wfmz.com/weather/stormcenter>)

Checking these sites is the most efficient way to obtain up-to-the-minute information