



STUDENT BEHAVIOR GUIDELINES

The Office of Pupil Transportation encourages Newark students to remain positive, give their all, every single day, practice good time management and never stop learning!

It is expected that all students will conduct himself/herself appropriately while on bus transportation. Any misconduct may result in disciplinary actions that may lead to loss of transportation privileges. Student will be responsible for any damages to bus property and subsequent costs to repair or replace. Our student behavior guidelines can be found at <http://www.nps.k12.nj.us/departments/sba/operations/pupil-transportation/bus-transportation-guidelines/>

MISSION OF OPT

In full support of the Newark Public Schools vision to prepare students of Newark for college and careers, it is the mission of the Office of Pupil Transportation to provide safe, prompt and efficient transportation services and/or resources with proficiency, stellar customer service and re-

TEAM MEMBERS & RESPONSIBILITIES

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Webpage: <http://www.nps.k12.nj.us/departments/sba/operations/pupil-transportation/opt@nps.k12.nj.us>

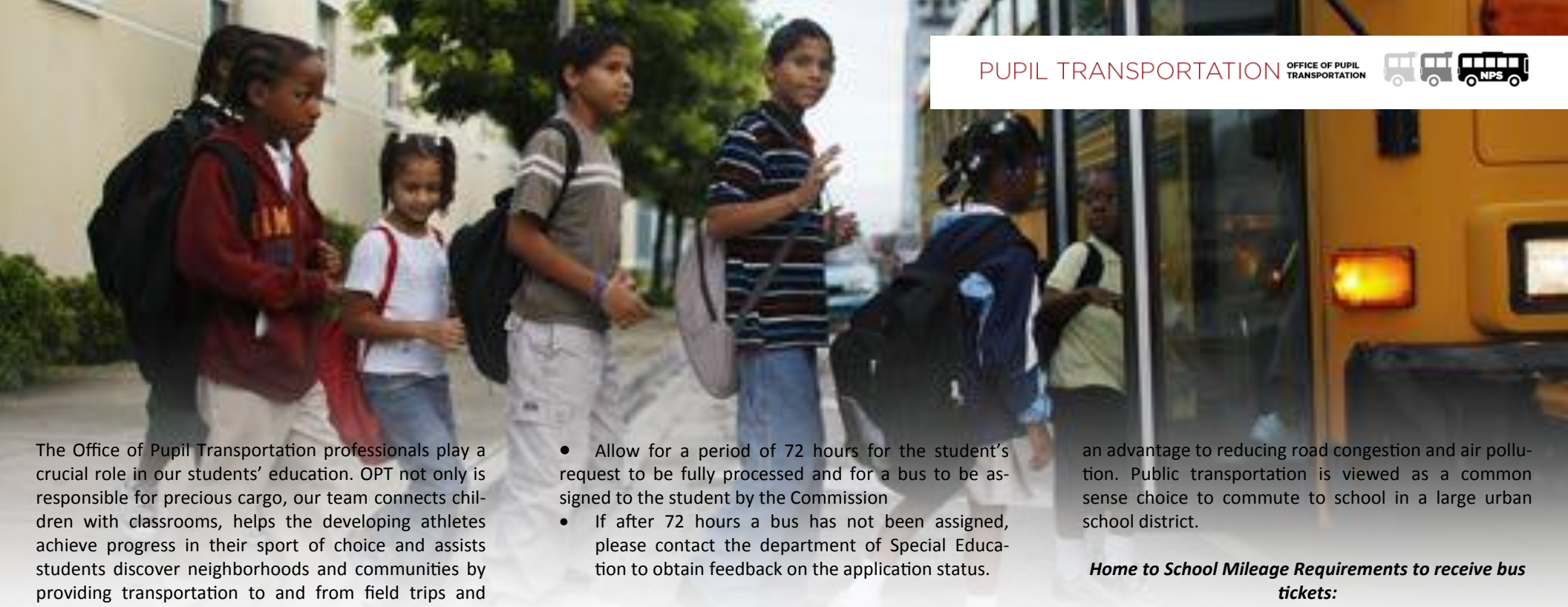
NEWARK PUBLIC SCHOOLS

Office of
PUPIL
TRANSPORTATION



The Newark Public Schools
**OFFICE OF PUPIL
TRANSPORTATION**

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The Office of Pupil Transportation professionals play a crucial role in our students' education. OPT not only is responsible for precious cargo, our team connects children with classrooms, helps the developing athletes achieve progress in their sport of choice and assists students discover neighborhoods and communities by providing transportation to and from field trips and special events. In addition to daily transportation services, our team links our students to in district sponsored after school programs and events. There are lots of moving parts in OPT!

OUR GOALS

- * Provide prompt transportation services to eligible students who reside in Newark
- * Process accurately and timely transportation reimbursement to parents whose child/ children attend a private or non-public school located outside of Newark
- * Provide reliable busing to students for field trips athletic events, particular afterschool programs and special events and programs
- * Provide safe shuttle busing to and from school or for emergency shuttle services

Once transportation eligibility is determined, the Office of Pupil Transportation provides the Essex Regional Educational Services Commission (Commission) with the student's transportation request.

- Allow for a period of 72 hours for the student's request to be fully processed and for a bus to be assigned to the student by the Commission
- If after 72 hours a bus has not been assigned, please contact the department of Special Education to obtain feedback on the application status.

NON-PUBLIC TRANSPORTATION

Aide in Lieu Transportation is a repayment given to parents for transporting their child/children to and from a non-public, private or choice school outside of Newark **To be eligible for Aide in Lieu Transportation , non-public school students must:**

1. Reside in Newark
2. Reside beyond two and one-half (2 ½) miles for high school students and beyond two (2) miles for elementary students, except for handicapped students.
3. Attend a private school located in NJ that is twenty (20) miles or less from their residence.
5. Meet the age requirement of their resident district
6. Be enrolled in grades kindergarten through 12.

BUS TICKETS

The New Jersey Transit bus and light rail system is the primary means of transportation to commute to and from school for most students of the Newark Public Schools. Most of our students characterize taking public transportation as a step to self-reliance, growth, and as

an advantage to reducing road congestion and air pollution. Public transportation is viewed as a common sense choice to commute to school in a large urban school district.

Home to School Mileage Requirements to receive bus tickets:

- Elementary students (K-8) must reside at least 2.0 miles away from their attending school.
- High School students (9-12) must reside at least 2.5 miles away from attending school.

**Students who do not meet the mileage requirement can request a Student Identification Card (discount card) from their school.*

STUDENTS WITH SPECIAL NEEDS (IEP, 504, DISPLACED)

Eligible students with special needs will be provided with transportation in accordance with NJSA 18A: 39-1 et seq. in accordance with the students' Individualized Education Plan (IEP), 504 and McKinney Vento Law Rehabilitation Act.

AIDE IN LIEU TRANSPORTATION

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