

Special Needs Transportation Information

Special needs transportation is available to students who qualify for it in their IEP.

Parents request transportation in the following ways depending on your district of residence:

- High School District – by calling the Special Needs office at your high school
- Lancaster School District – by calling Student Services at 661-948-4661 x161 or x176
- Westside School District – by calling Student Services at 722-0716 x74146

Bus service processing time averages 7 to 10 working days and may exceed that at certain times of the year.

How to use Transportation Effectively:

-Morning Transportation-

The school districts expect your student to be ready and waiting at their stop 5 minutes before the pick-up time. The bus will wait one minute past the pick-up time, and will continue on route. The bus cannot be sent back.

If your student will not use transportation, place the Green A card (provided by the driver) in your window, and the driver will pass by without stopping. If you live in a place the card would be ineffective, call Dispatch at 661-945-3621 to inform them your student does not need the bus.

If your student does not use the bus for 3 days, we will pause the service until we hear from a parent to resume it. If we do not hear from the parent, transportation will eventually be discontinued for inactivity.

-Afternoon Transportation-

The school districts expect the parent or a person designated by the parent, to be at the stop 5 minutes before drop off to ensure the route runs smoothly. Students will only be dropped off to the parents or guardians, or persons designated by the parents/guardians on a *Release Information Form*. If the driver is a substitute or not familiar with the person receiving the student, they will request to see photo identification to ensure compliance with AVSTA procedures and to maintain your student's safety.

Special Equipment:

Special equipment must be authorized in your student's IEP. Safety vests must be on before your student gets to the bus. Wheelchairs must have brakes that effectively hold, have a seatbelt installed by the manufacturer, and otherwise be in Good Working Condition. Driver concerns with wheelchair safety are addressed by AVSTA staff examining the chair.