

SCHOOL BUSING 101

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Advocates for Children of New York
Protecting every child's right to learn

Presentation Overview

About AFC

Kinds of Transportation

Exceptions

NYCSA Portal

Getting Help

Review





What is Advocates for Children (AFC)?

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AFC is an independent agency that protects the rights of all NYC students


Our Services:

- Helpline: **1-866-427-6033** (Mon-Thurs, 10am – 4pm)
- Guides and resources: www.advocatesforchildren.org
- Workshops and trainings
- Free legal services to income eligible families



Check For Updates On Our Website

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 Advocates for Children of New York

Select Language ▾ Get Involved

Get Help Find Resources Who We Serve About AFC Policy Advocacy Litigation 🔍

Protecting every child's right to learn

Advocates for Children of New York has a singular vision: an equitable and inclusive school system where all students receive the education they need to maximize their potential as adults.

I have a question about... ▾

GET HELP NOW →

<https://advocatesforchildren.org/back-to-school>



Check Out Our Recorded Workshops

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Advocates for Children
of New York

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[About AFC](#)

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Trainings & Workshops

FILTER BY

Date ▾

Topic ▾

Language ▾



Back to School 2024: Troubleshooting and Live Q&A

AUG 27, 2024

12:00 PM EDT-1:00 PM EDT | Virtual



WEBINAR

School Placements for Students with IEPs

JUL 17, 2024

Stop-to-Stop Busing

Yellow Bus available if:



Based on Grade Level (K-6) and travel distance



Public school in same district or Non-public, charter, citywide-gifted in same borough



Bus available



Possible sometimes to add bus stop to an existing route

Curb-to-School Busing

For Students with:

-Transportation on IEP or 504 plan

or

-An OPT approved medical exception



Bus picks student up at a curb by their home and drops them off at their school.



Sometimes known as 'specialized transportation'



one-way transportation to an afterschool location other than home may also be available



OMNY Cards for Students

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- Available for all students who live more than 1/2 mile away
- Provided at student's school
- Four rides daily-any place any time!
- Including weekends and vacations
- Tap-and-go for NYC Transit



Exceptions to General Eligibility

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Temporary
Housing

Foster Care

Joint Custody

Victim of a
Crime / Order
of Protection

Mandated on
IEP

Hazard



Students in Temporary Housing

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Free transportation until the end of the school year when permanently housed + another year if in the last grade at their school.



Entitled to OMNY card if no bus service to school



Parents/guardians of students in temporary housing (3K–Grade 12) who are newly routed or don't get busing can receive an OMNY card for school travel.



Students in Foster Care



Eligible for transportation to and from school.



Like all students: Entitled to an OMNY card if bus service to school is not available.



IEP Mandated Busing

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Not every student with an IEP is eligible for busing.











If busing is listed in a student's IEP, NYCPS must provide it, along with any accommodations in the IEP.



The DOE may require [forms](#) from the doctor (usually a Medical Accommodations Request Form or MARF) before the meeting.

IEP Mandated

- ✓ Accommodations must be on IEP
-  1:1 transportation paraprofessionals
-  specialized vehicles
-  medical/nursing services
-  limited travel time
-  climate control
-  porter services
-  safety vests
-  car seats

Travel Time

"Reasonable and subjective"



In Borough



Out of Borough but in NYC



Out of NYC – up to 50 miles from home



Limited Time on IEP <60 mins



Pre-K Special Education Busing

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Automatic Specialized Transportation: Pre-K with IEPs for special class or a special class in an integrated setting.



The IEP should list any needed bus accommodations.



Entitled even if transportation isn't on the IEP!



Need an Exception? Request it!

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Exceptions Request Form



Follow up: BusingExceptions@schools.nyc.gov



NO need to request exception if **IEP** recommends busing



Questions?

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NYC Schools Account (NYSCA)

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www.schoolsaccount.nyc



Introducing the NYSCA Mobile App! Download NOW and stay connected.

NYC Schools Account

Welcome NYC Parent or Guardian!

Your NYC Schools Account is your gateway to family-facing technology to support and track your children's progress through public school education at the NYC Department of Education. Open an account today to apply to schools, track your children's progress from Pre-K through high school graduation, and get access to other digital content for New York City families exclusively available to NYC Schools Account holders!

Opening a NYC Schools Account is the first step towards becoming more involved in your student's education. Receive updates via text messages or email about school closures, emergencies, and upcoming events. Link your students and start monitoring things like grades, test scores, attendance.

[Sign In](#)

[Create New Account](#)



To Create an Account

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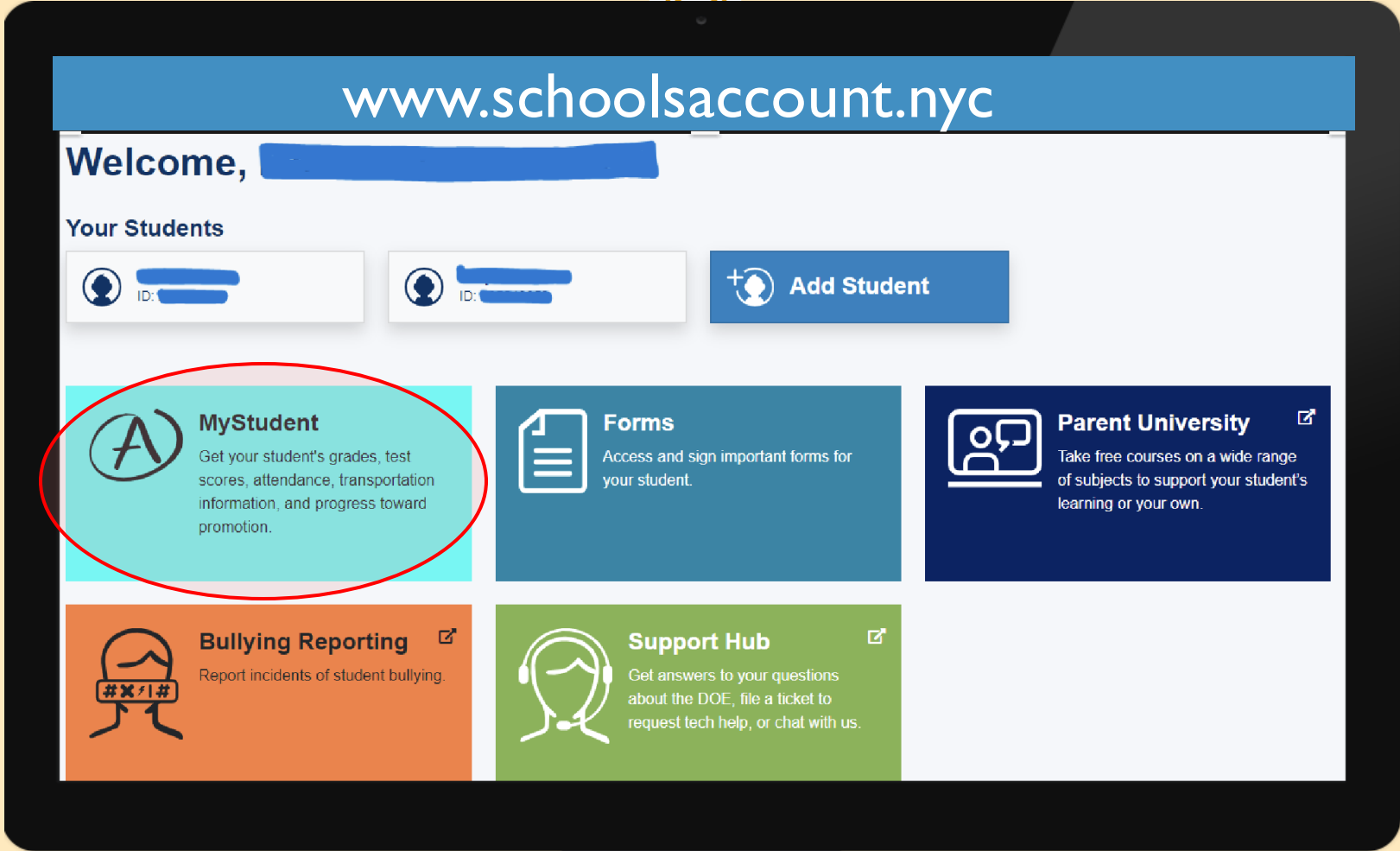
Follow the directions on the NYCPS' website



Don't have a letter with a creation code?
Contact your child's school.




NYC Student Account (NYCSA)




www.schoolsaccount.nyc


Welcome, [redacted]


Your Students

 ID: [redacted]

 ID: [redacted]



 Add Student

 **MyStudent**
Get your student's grades, test scores, attendance, transportation information, and progress toward promotion.

 **Forms**
Access and sign important forms for your student.

 **Parent University** 
Take free courses on a wide range of subjects to support your student's learning or your own.

 **Bullying Reporting** 
Report incidents of student bullying.

 **Support Hub** 
Get answers to your questions about the DOE, file a ticket to request tech help, or chat with us.



NYCSA Portal

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Grade: ●

Desktop or Mobile App



Your high school student may be eligible for discounted NYC Ferry tickets! To get your Discount Code, click on **Transportation** under **My Student**



Grades



Assignments



Assessments



Reading and
Math Progress



Promotion
Tracker



Graduation
Tracker



Student
Documents



IEP



Student
Academic
Supports



Attendance



Schedule



Student
Wellness



Transportation



Guardians



Enrollment



NYCSA Portal

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Monday

To School

Pick-up Location:
[REDACTED] ST & [REDACTED] AVE

Pick-up Time: 7:19 AM

Route Number: Q3074

Drop-off Location:
[REDACTED]

Drop-off Time: 08:05 AM

Bus Company Name:
[REDACTED] BUS CO., INC.

Bus Company Phone: [REDACTED]

From School

Pick-up Location:
[REDACTED]

Pick-up Time: 02:25 PM

Route Number: [REDACTED]

Drop-off Location:
[REDACTED] ST & [REDACTED] AVE

Drop-off Time: 3:45 PM

Bus Company Name:
[REDACTED] BUS CO., INC.

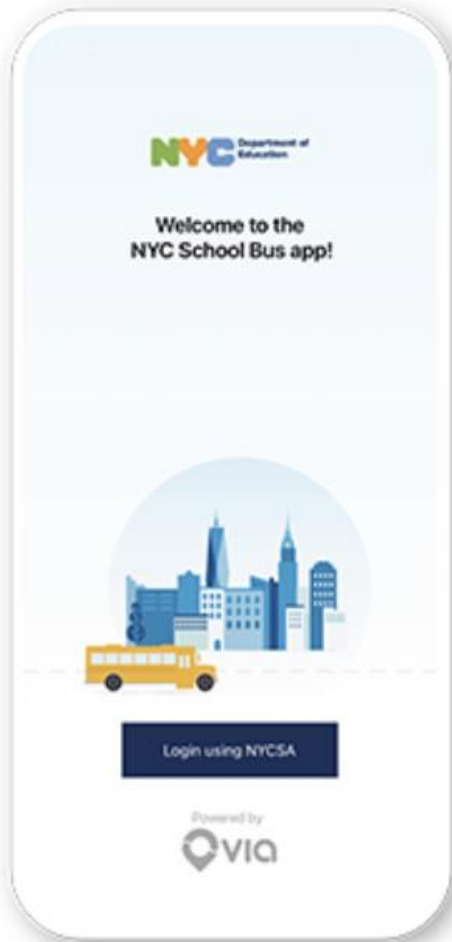
Bus Company Phone: [REDACTED]

AA ystudent.schoolsaccount.nyc



Bus App: track your child's bus!

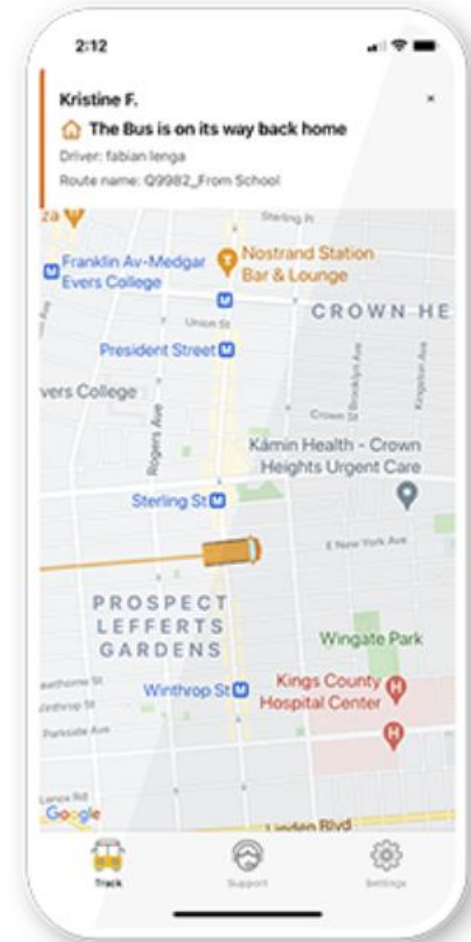
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Log In!



Select Child



Track!

<https://doe.app.ridewithvia.com/schoolbus/login>

Common Issues





Routing

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**Get Route
number / bus
company**

- NYCSA/schoolsaccount.nyc
- Call your child's school
- Bus company calls with pick up time

**Check any
accommodation**

- Does NYCSA match IEP?
- Does IEP show child's needs?
- Will bus company provide?

**Problems? Call
Transportation
Coordinator, then
OPT
718-392-8855**

- Start with calling the school
- OPT won't give out route info
- But can still file a complaint with OPT
- Complain daily if problems every day
- Get incident # or #s



No Route Assigned

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If busing is not IEP mandated, has the family requested exception?

If IEP mandated, make sure addresses are accurate

OMNY cards are always available while the bus request is pending.

Rideshare

Who may be eligible?

Does the student have an IEP that mandates busing, or are they a student in temporary housing or foster care who requires busing?



Are there staff coverage issues around busing (no driver, or para/nurse, another mandated staff member)?



Or is there a delay in assigning a route?



If yes, the student is eligible



For those who don't have a para or nurse yet, there should be a prepopulated code on their NYCSA account



Rideshare

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Students *may* be eligible if **NOT** routed or nurse/para not assigned:

**NO IEP-
mandated busing**

- 15 business days after OPT determines eligibility

**IEP-mandated
busing**

- 7 business days after address is updated in SESIS
- Immediately if route not in service

Important Notes

- An adult must ride with the student
- NO IEP accommodations (ex.: no para or nurse).



Booking Rideshare

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IEPs mandating transportation paras or nurses who aren't available, should see a code in NYCSA

Others should work with their school's Transportation Coordinator

With code in hand, book directly through the [Tripslink](#) website or call (212)426-8000.

Book 2 trips (4 rides) / day with the voucher code with the school as the am drop-off and pm pick-up spot.



All Else Fails...

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DIY for
Busing
Eligible



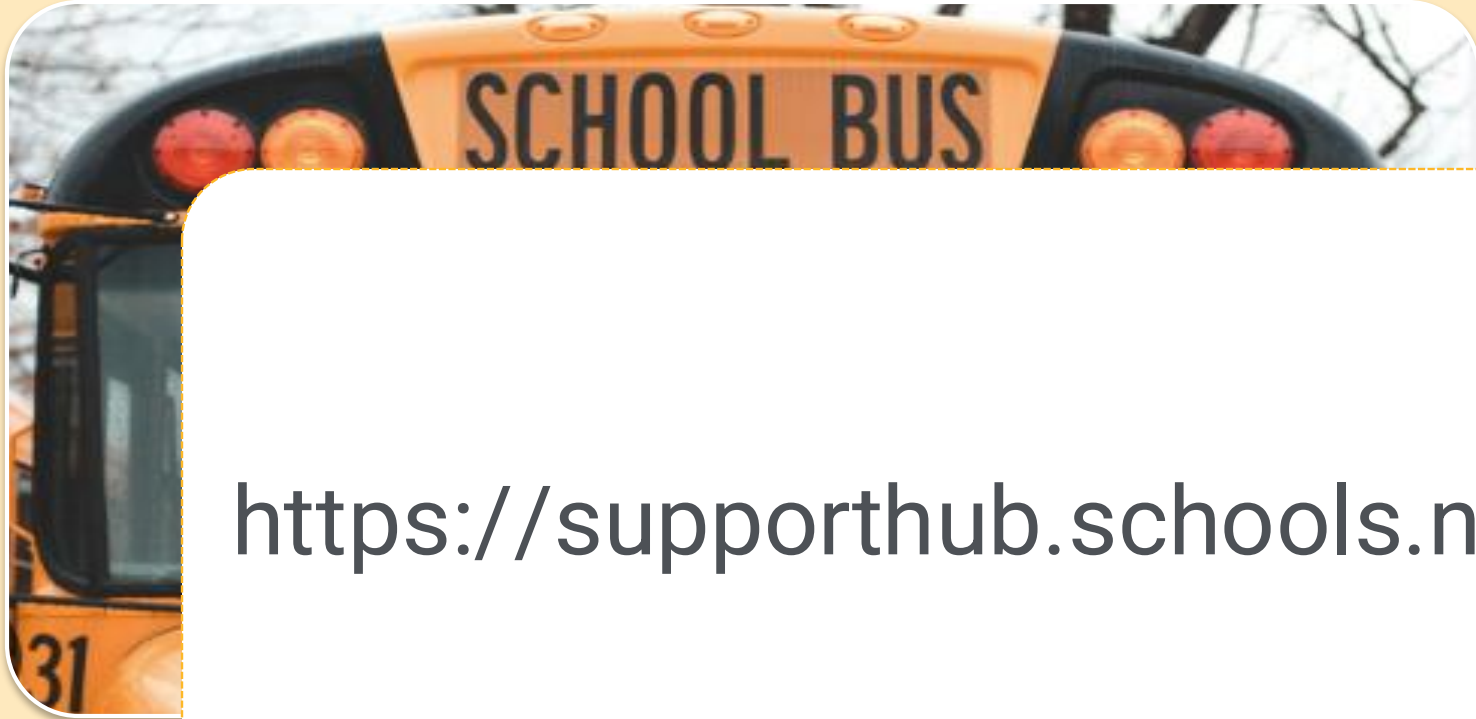
Keep
Receipts!

Fill out:
Transportation
Reimbursement
Form



Online Complaints

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<https://supporthub.schools.nyc>



Support Hub

NYC Public Schools



Spanish ▾

Iniciar sesión

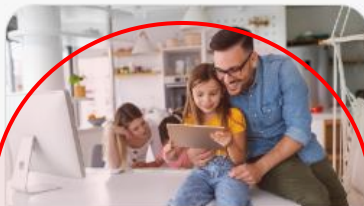
Bienvenido a SupportHub

Inicia sesión para comenzar

¿Cómo puedo ayudarte hoy?



Yo soy un...



Estudiante/Familia

Estudiantes, padres y tutores de NYCPS.



Personal

Maestros, directores y administradores de escuela...



Proveedor

Conductores de autobús, vendedores ambulantes de...





Assistance

Main Topic > Category > Issue
Transportation > OPT > I'm having problems with my child's current school bus.

I'm having problems with my child's current school bus.

Sometimes buses are delayed because of traffic congestion or mechanical failure. Check our [bus delays](#) page to see if your child's route has been affected.

A recurring issue with your current busing arrangement should be reported to [your school](#) by calling the school's main number and asking for the Transportation Coordinator, or a ticket can be submitted.

If you believe you are eligible and the above applies to you, click "Create Ticket" below to submit your application/request.

 Create Ticket

I want to report a safety concern about a school bus.

I need help with an emergency involving a school bus.

I want to know my child's bus route information.

My child's school bus did not arrive today.

I want to report an accident involving a school bus.





Let's Review! Busing Available:

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If on IEP

If Exceptions Apply (FC/STH)

If distance eligible AND the school provides yellow bus services

Eligible for busing = student OMNY cards while waiting for busing



Transportation Resources

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AFC's factsheet on arranging transportation



Office of Pupil Transportation's parent-facing information



Check www.advocatesforchildren.org and www.schools.nyc.gov for updates



Office of Special Education



Some Useful Contacts

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[-TransportationReimbursement@schools.nyc.gov](mailto:TransportationReimbursement@schools.nyc.gov)

[-EarlyChildhoodBusing@schools.nyc.gov](mailto:EarlyChildhoodBusing@schools.nyc.gov)

[-SpecialEducation@schools.nyc.gov](mailto:SpecialEducation@schools.nyc.gov)

[-BusingExceptions@schools.nyc.gov](mailto:BusingExceptions@schools.nyc.gov)



Language Access Rights

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- Parents have the right to get documents translated, including report cards and IEPs
- Parents also have the right to interpretation services at school meetings and events
- NYCPS Languages: Spanish, French, Arabic, Chinese, Bengali, Urdu, Russian, Korean, and Haitian-Creole



Problems with translation or interpretation?

Email Hello@schools.nyc.gov or

Call NYCPS complaint line: (718) 935-2013



Questions?

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Wrapping up: Reminders!

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Please take our survey!

<https://forms.office.com/r/PcDnfY6vdF>

- Call Our Helpline: 866-427-6033
 - Toll free
 - Monday-Thursday
 - 10am-4pm

- Email Us: Info@advocatesforchildren.org

