

# What To Look For When Preparing Your Summer School Routes

Need help creating a program outside of the regular school year? Using the guidance of transportation experts, we've compiled a checklist to help your transportation team best prepare its routes for the warmer months.



## Summer School Routes Checklist

To understand the importance of each checklist item and the best ways to execute it, don't forget to refer to our guide!



Set deadline expectations of [DATE] with district Special Ed, Student Services, and Curriculum personnel for the following data:

- ★ Bell time structure (will it be multi-tiered or not)
- ★ Students with IEPs – what are their specific accommodations?
- ★ Student Ridership – which students will be in summer school, and what are their schedules?
- ★ Regular Summer School and Summer Grant Programs that need route coverage

Determine how many buses will need air-conditioning.

Determine driver coverage and availability.

- ★ Configure tablets with student ridership tracking so drivers ensure they drop students off at the right locations

Secure an adequate number of bus monitors.

Determine the "right mix" and number of buses needed for the summer according to IEPs, stop clusters, and commute times.

Set up automation in your routing system for curb-to-curb pickup via clustered stops.

Determine optimal summer routes by copying your default into your routing system's Sandbox and then layering in data from the checkboxes above.