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|  | <b>DHS Head Start Program<br/>Policy</b>    |   |  |
| <b>TRANSPORTATION 3</b>   |   |   |   |
| <b>SUBJECT</b>  | Child Restraint Systems & Bus Monitor       |   |   |
| <b>REFERENCE</b>  | Transportation                              |   |   |
| <b>EFFECTIVE</b>  | 4/21/2016                                   |   |   |
| <b>Policy Council<br/>Approval: 7/25/17</b>                                       | <b>Policy Council<br/>Revision: 7/25/17</b> | <b>Governing Body<br/>Approval: 9/28/17</b> | <b>Governing Body<br/>Revision: 9/28/17</b>   |
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**Policy:**

The City of San Antonio Department of Human Services Head Start Program provides transportation services through the established partnership with Edgewood ISD and San Antonio ISD students that live more than two miles from their assigned home campus, qualify through McKinney-Vento Services or IDEA, or attend an early childhood center.

The Education Service Providers provide Head Start transportation services, including field trips, and must ensure that each vehicle used to transport children enrolled in the Head Start Program is equipped with height and weight-appropriate child safety restraint systems and includes a bus monitor.

If the Education Service Providers are unable to provide child safety restraint systems and a bus monitor for any vehicle used to transport any child enrolled in the Head Start Program, the City of San Antonio Department of Human Services Head Start Program will request a Transportation Waiver from the Office of Head Start.

Education Service Providers must notify the City of San Antonio Department of Human Services Head Start Program Administrator, or designated staff member, by April 1 if they are unable to meet the safety restraint and bus monitor requirements for the upcoming school year.

**Performance Standards:**

1303.70; 1303.71