
	<b>DHS, Early Head Start Childcare Partnership Program Policy</b>		
<b>TRANSPORTATION 1</b>			
<b>SUBJECT</b>	General Requirements		
<b>REFERENCE</b>	Transportation		
<b>EFFECTIVE</b>	8/1/2016		
<b>Policy Council Approval: 7/25/17</b>	<b>Policy Council Revision: 7/25/17</b>	<b>Governing Body Approval: 9/28/17</b>	<b>Governing Body Revision: 9/28/17</b>
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**Policy:**

Early Head Start – Child Care Partnership Service Providers (Providers) must establish procedures that promote the safe operations of vehicles used to transport children, as applicable. These procedures must include:

- Emergency and safety equipment on board
- Vehicle maintenance
- Training of bus staff on emergency and safety procedures and documentation of training
- Trip routing

Safe transition of children to include:



- Pick up and drop off to and from the center
- Release of a child to designated adult

**Performance Standards:**

1303.70; 1303.71; 1303.72; 1303.73; 1303.74

TDFPS/Child Care Licensing Minimum Standards:

746.1316; 746.4103; 746.5605; 746.5607; 746.5617; 746.5619; 746.5621

	<b>DHS, Early Head Start Childcare Partnership Program Policy</b>		
<b>TRANSPORTATION 2</b>			
<b>SUBJECT</b>	Student Pedestrian and Bus Safety Training		
<b>REFERENCE</b>	Transportation		
<b>EFFECTIVE</b>	8/1/2016		
<b>Policy Council Approval: 7/25/17</b>	<b>Policy Council Revision: 7/25/17</b>	<b>Governing Body Approval: 9/28/17</b>	<b>Governing Body Revision: 9/28/17</b>
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**Policy:**

Early Head Start-Child Care Partnership (EHS-CCP), Service Providers must develop a system to ensure that every child enrolled in the program receives Pedestrian and Bus Safety Training and Information according to the City of the San Antonio Data Entry and Benchmark Due Date Guide. In addition, centers providing transportation services directly or through another organization must ensure that children are trained on emergency evacuation procedures and participate in an emergency evacuation drill.

Two additional evacuation drills must be conducted during the program year for any child receiving transportation services. The system must include procedures for documentation of the training.

**Performance Standard:**

1302.46 (b)(1)(v); 1303.74(a)(b)

	<b>DHS, Early Head Start Childcare Partnership Program Policy</b>		
<b>TRANSPORTATION 3</b>			
<b>SUBJECT</b>	Child Restraint Systems		
<b>REFERENCE</b>	Transportation		
<b>EFFECTIVE</b>	8/1/2016		
<b>Policy Council Approval: 7/25/17</b>	<b>Policy Council Revision: 7/25/17</b>	<b>Governing Body Approval: 9/28/17</b>	<b>Governing Body Revision: 9/28/17</b>
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**Policy:**

Early Head Start – Child Care Partnership Program Service Providers offering transportation services must ensure that each vehicle used to transport children is equipped with height- and weight-appropriate child safety restraint systems.

**Performance Standards:** 1303.71(d)

TDPFS/Child Care Licensing Minimum Standards:  
746.5607

[http://www.dps.texas.gov/director\\_staff/public\\_information/childPassSafetyFAQs.pdf](http://www.dps.texas.gov/director_staff/public_information/childPassSafetyFAQs.pdf)



	<b>DHS, Early Head Start Childcare Partnership Program Policy</b>		
<b>TRANSPORTATION 4</b>			
<b>SUBJECT</b>	Children with Disabilities		
<b>REFERENCE</b>	Transportation		
<b>EFFECTIVE</b>	8/1/2016		
<b>Policy Council Approval: 7/25/17</b>	<b>Policy Council Revision: 7/25/17</b>	<b>Governing Body Approval: 9/28/17</b>	<b>Governing Body Revision: 9/28/17</b>
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**Policy:**

Early Head Start – Child Care Partnership (EHS-CCP) Program, Service Providers must ensure that if transportation services are provided alternative vehicles must also be adapted or designed for transportation of children with disabilities enrolled in the program. Whenever possible, children with disabilities must be transported in the same vehicles used to transport other children enrolled in the (EHS-CCP) program and must ensure compliance with the Americans’ with Disabilities Act, the HHS Regulations at 45 CFR part 84, implating Section 504 of the Rehabilitation Act of 1973 and the Head Start Program Performance Standards on Services for Children with Disabilities as they apply to transportation services.

**Performance Standard:**

1303.75

	<b>DHS, Early Head Start Childcare Partnership Program Policy</b>		
<b>TRANSPORTATION 5</b>			
<b>SUBJECT</b>	Child Transportation Information		
<b>REFERENCE</b>	Transportation		
<b>EFFECTIVE</b>	8/1/2016		
<b>Policy Council Approval: 7/25/17</b>	<b>Policy Council Revision: 7/25/17</b>	<b>Governing Body Approval: 9/28/17</b>	<b>Governing Body Revision: 9/28/17</b>
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**Policy:**

Early Head Start – Child Care Partnership Program Service Providers must develop a system that identifies and tracks children receiving transportation services. Documentation of children who receive transportation services must be maintained in Child Plus according to the City of San Antonio Data Entry and Benchmark Due Date Guide.

**Performance Standards:**

1303.72(a)(3)