



STATE OF NEW JERSEY DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: August 5, 2026
To: Local Educational Agency Leads
Route To: District Directors of Special Education, Special Education Parent Advisory Groups (SEPAG)
From: Kimberly A. Murray, Ed.D, Acting Assistant Commissioner
Division of Educational Services

Student Information Card for School Bus Drivers and Aides Serving Students with Disabilities

The New Jersey Department of Education is committed to strengthening partnerships between families and school districts to support positive outcomes for students with disabilities. The Office of Special Education (OSE) is reminding local education agencies (LEAs) of the requirements outlined in P.L. 2015, c.123 and N.J.S.A. 18A:39-19.4 related to the use of the student information card for school bus drivers and school bus aides serving students with disabilities.

The student information card includes information that should be readily available to school bus drivers and school bus aides for the purpose of promoting proper interactions with students with disabilities. The student information card is a vital resource that equips school bus drivers and aides with key information to support appropriate and effective interactions with students with disabilities.

The parent or guardian of a student with an Individualized Education Program (IEP) is responsible for completing the student information card when the IEP is developed or amended. The OSE strongly recommends that case managers discuss the student information card during IEP meetings to ensure it is completed and that parents or guardians understand its purpose and importance.

With the parent's or guardian's consent, the LEA is required to distribute a copy of the completed card to the assigned school bus driver and/or school bus aide on the relevant bus route. The card must be kept in an easily accessible location for both the school bus driver and school bus aide.

The [student bus information card](#) is available on the Office of Student Safety and School Preparedness website [Training for Interacting with Students with Special Needs](#).

Questions may be directed to the Office of Special Education at OSEinfo@doe.nj.gov.