

Box Elder Public Schools
Transportation Department



Parent & Student
Transportation Handbook
2018-2019

**Please read and fill out and
return to your child's bus driver
by Friday August 30, 2018**

**I have read and discussed the
Transportation Parent and Student
Handbook with my child.**

Date: _____

Student: _____

Parent/Guardian: _____

Introduction

Parents/Guardians are responsible for reading the transportation booklet and discussing the contents with your student.

Each year Box Elder students are provided public transportation to and from school by a school bus each day. Every effort is made to ensure every student has a safe and enjoyable ride to and from school as well as extra-curricular events. Bus Transportation is provided as a service and is a privilege.

By law, buses are required to wait **ONE** minute for students, therefore Box Elder School buses will wait at a each stop for **one** minute. Please be aware of the bus schedule on the last page to make prior preparations for transportation. If child misses the bus provided at the schedule time, it is up to the **parent** to arrange alternate transportation for the student to get to school.

It is important the student is prepared and waiting for the bus to arrive. A good window of preparation is to be watching for the bus 5 minutes before it is scheduled to arrive at your stop.

Depending on road conditions, scheduled pick-up and drop-off time may fluctuate five to ten minutes.

Information regarding the school bus service or any question pertaining to the transportation may addressed by calling the transportation director 406-352-5115.

School Transportation Rules

The following expectations will be enforced to ensure the safety of students utilizing school transportation.

Students will:

1. Be prepared and on time at your designated stop
2. Stay seated, "feet to floor, seat to seat" at all times unless exiting or entering the bus
3. Use a quiet voice and respectful words with students, bus driver, and bus monitor
4. Keep area neat and collect all belongings when exiting bus, if necessary allow other students to sit with you.
5. Stay seated on bus once you enter, and only get off bus at your home or place designated by office-administered note.

Consequences:

- A. **First write up:** Discipline Bus Supervisor/Student conference, warning and a documented phone call home.
- B. **Second Write up:** Bus Supervisor/student/Parent conference; the student **will not** ride the bus until the conference is completed; and the student will be given one day ISS where they will write an explanation of reasons why bus behavior is important and complete all classroom assignments.
- C. **Third write up:** Principal/Bus Supervisor/Student/Parent or Guardian conference with a plan of action developed and signed by the student and parent/guardian. Student will not ride the bus for **three** days. If the conference and/contract are complete, student may return to bus, following outlined conditions.

Administrative discretion will be applied to severe violations or any further violations past a third write-up of bus expectations.

Bullying/Fighting on bus: Sent home and Parent/Student/Principal/Bus Supervisor conference returning, **three day OSS and loss of bus privilege for these days. If necessary, a sheriff will be notified.**

Written Vandalism/Destruction of Property: Vandalism and destruction of school property will not be tolerated. The student will be removed from the bus for **five school days**.

No Food/Drink policy: Food and drinks are prohibited on the buses during regular school day runs.

Sunflower Seeds: Sunflower Seeds are not allowed on any buses at any time.

After Sporting Events/Extra Curricular - Box Elder School District will only transport students to and from sporting events or any extra-curricular activities. *It will be up to the parent/guardian to pick student up or make arrangements for student to get transportation from Box Elder School after events.*

Pick-up/Drop off: Students will be delivered to the location at which they were picked up, unless they have written permission from parent/ guardian that was turned and documented in the office.

Bus changes: Notifications must be made before 2:30 pm for any bus changes or if a student is to be picked up by another person or needs to ride a different bus.

All students must have written permission from parent or guardian and turned into the office, to ride another bus or get off at another stop. No changes will be made to drop-offs unless the bus driver receives a bus slip from the office. K-6 bus changes can be made with Luke or Chine at the Elementary Office, 352-3222. If you should need a bus note for students in 7th-12th grade, the High School Office staff can be notified at 352-4195.

Missing the bus: There will be no more late pick-ups for students who miss the morning bus route. Administration must approve any other transportation outside of the regularly scheduled bus routes.

Discontinuation of Pick-Up: If a student does not get on the bus for three consecutive days, the bus will not stop unless the parent/guardian notifies the transportation director otherwise.

Bus Numbers, Drivers and Routes

Bus #	Bus Driver	AM/PM Route
1	Macon	WildRose Bluetower Old Box Elder Village Russian Olive St
2	Carita	Laredo Rd Avis Morsette Upper/Lower Buttercup St. Pierre Prairie View
3	Jim	Parker School Haystack Oats Road Azure Site Annie Morsette Lower Road
4	Pete	Bonneau Middle Dry Fork Sunny View
5	Sam	Oats Rd Parker Canyon Agency Area Duck Creek Country View
Van	Ivan	Fresno/Laredo (8:00) West Bench (8:10)

** Busses will not arrive at the school until approximately 8:20 to allow for students to eat breakfast and enjoy recess before the school day begins at 8:50 am.