



These guidelines were written as an informational guide for students and parents. In order for students to be transported safely, discipline rules must be established and adhered to by everyone. Driving a school bus that is much larger than an automobile, and transporting not just one, but a large number of students, requires a certain amount of skills and a great responsibility. With the cooperative effort of the parents, students, and bus drivers we have a safe and efficient transportation system.

Safety is our primary concern. Students shall be expected to follow all bus rules. Please review the transportation guidelines with your child so he/she will be aware of the rules and so that a safe ride can be assured for everyone.

Drivers Responsibilities:

1. Drivers shall be on time at the scheduled location.
2. Drivers shall maintain the highest degree of safety at all times.
3. Drivers shall encourage and commend good student conduct.
4. Drivers shall use reasonable and consistent discipline procedures.
5. Drivers shall maintain a businesslike, friendly relationship with all students.

Students Responsibilities:

1. Students shall be on time at scheduled bus stops and wait for the bus in a safe manner.
2. Students shall wait until the bus comes to a complete stop before attempting to get on or off the bus.
3. Students shall go directly to his/her seat, sit down and stay there until the bus comes to a complete stop at the assigned bus stop or school.
4. Carry-on items (backpacks, instruments, etc) must be placed on the student's lap. Glass items, skateboards and balloons are not permitted on the bus.
5. Students shall obey the rules that have been established for school bus riders.

Parents Responsibilities:

1. Parents shall make sure that the child/children are on time at the bus stop.
2. Parents shall accompany small children to the bus in the morning and meet them in the afternoon, if at all possible.
3. Parents shall instill in their own children, habits of punctuality and correct behavior.
4. Parents shall understand the importance of school bus safety and review bus rules with each child.

Bus Passes:

Students shall be expected to ride to and from school on the same bus on a regular basis. Exceptions will require a note from parents. The note should contain the following information:

1. Student's name
2. Regular bus number that student rides
3. Destination and bus number wishing to ride
4. Phone number to contact parent if needed
5. Parent signature and date

Students must have a note signed by the building office. The student must present this note to the bus driver when boarding the bus.

If a student needs to get off the regular bus some place along the route other than home, the student must have a bus pass (note). Same procedure must be followed listed above.

The district cannot accommodate large groups of students going to parties, etc. on a bus different from the one that brought them to school. In those instances, parents will have to make their own transportation arrangements.

Additional riders may cause a strain on the maximum capacity load count, if the maximum capacity exceeds the limit, students will not be able to ride, and the student will have to ride their assigned bus route or make other arrangements.

A student without a bus pass (note) will not be allowed to ride a bus other than the one they are assigned to ride.

Bus Student Illness/Accident Policy:

Although every reasonable effort is made by the school to prevent accidents to students, it is inevitable that accidents occur. Illnesses are also unpredictable.

The bus drivers are directed to take prompt action to minimize the effects of accidents and illness and to provide first aid and notify the transportation dept.. The transportation dept. will notify the school as quickly as possible. The bus driver will determine if an ambulance is needed.

In the event of an accident, the bus driver will notify the transportation director and the school administrators will be notified.

Field Trips:

Students shall be expected to conduct themselves in an orderly fashion and to follow the school bus rules as they do on a daily schedule route. Students who fail to follow the safety rules will receive a written referral to the building office.

SCHOOL BUS RULES

1. To insure safety, the driver must be in charge at all times. Students must respond promptly to instructions given.
2. The use of tobacco, food or drink on the bus is prohibited. Glass items, oversize objects, skateboards, balloons (of any kind) are not permitted.
3. Passengers must observe classroom conduct. Ordinary conversation is permitted. Horseplay, unruly behavior, abusive and obscene language or gestures is unacceptable.
4. Keep aisles and step-well clear at all times.
5. Never extend any portion of your body out windows. Never throw objects out the bus window or inside the bus.
6. Do not attempt to get off or move about while the bus is in motion. Always remain seated until bus stops.
7. If you cause damage to the bus, you or your parents must pay for that damage.
8. Regular schedules must be observed. The bus cannot wait for tardy passengers. Students should be at the bus stop five minutes prior to scheduled pick-up time.
9. Wait at the proper stop and never stand in the roadway, if you cross the street or road to board, check for traffic. Cross at least 10 feet in front of the bus. Never walk behind the bus.
10. Spraying of any kind (pump or aerosol) is not permitted on the bus.
11. Students will not be allowed to unload at places other than their designated stop without proper written authorization from the parent and school officials.
12. Drivers have the authority to assign seats.
13. Students are not allowed to bring animals or insects of any kind on the bus.
14. Students are not allowed to go to the mailbox until the bus has pulled away from the bus stop.
15. Upon entering the bus, no student will be allowed to wear anything covering head or face that would conceal his/her identity to the driver. (ie: hood, stocking cap, scarf)
16. Failure to follow these rules may result in loss of transportation privileges.