

Accidents or Emergencies

1. Follow the driver's instructions.
2. The following procedures will be used for evacuation in an emergency situation:
 - A. The students nearest the door will open the door and hold it open.
 - B. Leave the bus in a single file as quickly and quietly as possible and stay with your group.
 - C. Evacuation will start with the seat nearest the front door unless otherwise instructed.

Discipline

The school bus is an extension of the classroom and discipline will be administered by the Transportation Director with assistance from the bus driver. All school board policies that apply to student conduct and other student-related activities apply to the school bus.

The following procedures shall be followed when a discipline concern arises on a school bus.

1. The driver shall attempt to correct the misbehavior of the passenger(s).
2. If the passenger refuses to comply with a reasonable request, the driver will report the incident to the Transportation Director upon returning to the Transportation Department. The notification shall be made in writing on the School Bus Safety Report.
3. The Transportation Director shall investigate the incident and notify the driver of the action(s) taken.
4. The student will be given a copy of the report to take home for the parent's signature. Student(s) will not be allowed to ride the bus until the form is returned to the driver with the parent's signature.
5. A conference involving the Director, the student(s), the driver and parent(s) may be necessary.
6. The Director may suspend the student's bus-riding privileges. If such a suspension occurs, the parent(s) or guardian and principal will be notified prior to the effective time of the suspension so that other transportation can be arranged by the parents.
7. Students who are involved in disruptive behavior (such as fighting) that endangers other passengers or the driver and that results in removal by the law enforcement officer shall have bus privileges suspended immediately for a term to be determined by the Director of Transportation. Suspension of riding privileges will be in addition to any action taken by the officer.
8. Any student making an allegation that proves to be intentionally false may result in disciplinary action, including suspension of bus privileges.

Suspensions and Hearing Provisions

Notice to Parents and Appeal Process may be found in the Discipline Management Plan.



Transportation Department Tyler Independent School District

(903) 262-1135

Dear Parent:

The Tyler Independent School District provides bus transportation to and from school as a courtesy service for students residing in the District. The state of Texas prescribes the conditions governing school bus operations and funds the service by allotting the District a given amount for eligible students.

Eligible students are defined by the State statute as those residing in the District at least two miles from the school they should attend, as measured by the nearest practical route. The nearest practical route is the nearest traveled public road which may or may not be the road used by the school bus. In order to meet the conditions outlined by the State and provide safe, prompt movement of all students, the school district has adopted standard regulations and procedures and for violations of rules. They are herein outlined for your information and for the guidance of your child. The District is pleased to provide transportation for all of its students and solicits your assistance in helping create a safe, healthy operation. You may do so by reading the enclosed material and becoming familiar with it. We ask your cooperation with school personnel in developing proper behavior patterns for those pupils who ride buses.

If you should need information concerning routes or student misconduct on buses, call the Transportation Office at (903) 262-1135.

Thank you,

John Bagert
Director of Transportation

BUS RIDER's SAFETY GUIDELINES

Parents and Bus Riders:

The goal of this safety manual is to help provide a safe and enjoyable experience for children and adults who ride school buses. Parents should take time to read and discuss the materials in this handbook with their children. Riding a school bus is a privilege provided by the school district and should be treated as such.

General Safety rules

1. Obey the instructions of the bus driver. At no time will a student act toward, or address comments to a bus driver in a disrespectful manner, or refuse to cooperate with the driver.
2. Board and leave the bus at the student's designated stops only.
3. All students must ride their assigned bus. Do not ask to ride home on another bus with a friend.
4. It is the responsibility of the parent to provide transportation to/from school if a child misses the bus.

Procedures for Waiting for the Bus

1. Be at your bus stop five minutes before the scheduled pickup time.
2. Stand on the sidewalk or back from the roadway while waiting for the bus.
3. When the bus approaches, form a line and be prepared to load immediately.
4. Stand clear of the bus until it comes to a complete stop and the door opens.
5. Parents should instruct their children on what procedures to follow if the bus is missed.
6. Students will abide by all the rules and regulations concerning bus conduct.

Loading the Bus

1. Do not push or shove.
2. Wait until the door opens before approaching the bus.
3. Use the handrail and steps.
4. Go to your seat quickly. Students may be assigned seats by the driver.

Conduct on the Bus

1. Remain seated while the bus is moving. Do not change seats.
2. A student shall not refuse to sit in an assigned seat or deny another student a place to sit.
3. Each student will be expected to remain seated for the duration of the trip.
4. Normal conversation is permitted; any loud noises may distract the driver and create an unsafe condition.
5. Students shall not extend any part of their body, clothing, or other articles out of the bus windows.
6. Scuffling, fighting, and the use of obscene, vulgar or profane language and gestures are forbidden.
7. Do not throw objects inside or out of the bus.
8. Do not litter, mark, cut, or scratch any part of the bus.
9. The emergency door and exit controls should be used by pupils only during supervised drills or actual extreme emergency.
10. Students shall face forward for the duration of the trip, and shall keep their feet in front of them and out of the bus aisle.

Getting off the bus

1. Stay seated until bus is completely stopped at your designated stop and the door has opened.
2. Use the handrail and take one step at a time when leaving the bus.
3. Wait for your turn to leave the bus. Pushing and crowding will only slow exiting and may cause an accident.
4. Stay clear of the bus when the engine is started. Do not chase or hang onto the bus at any time.
5. If an article drops or rolls near or under the bus, do not go after it! After the driver acknowledges and signals to you, only then should you go to the bus door and ask the driver for help.
6. A student will not be allowed to get off the bus at a campus other than his/her own without prior approval or the student must be received by a parent or guardian listed on his/her basic student information sheet.
7. All students in Pre-K, Kindergarten and First Grade must be met at the bus stop by an authorized adult 18 years of age or older. If no adult is present, the student will be returned to the campus. Failure to receive the student three times will result in suspension of bus privileges until a conference is held with the Director of Transportation.

Crossing the Street or Highway

1. All students living on the left side of the roadway shall exit the bus and move to a point 10 to 15 feet in front of the right bumper and wait for the driver to signal that it is safe to cross.
2. Check in both directions and walk directly across the road.
3. Never cross the road behind the bus.
4. CAUTION! Be alert for the vehicles that do not stop when the bus is loading or unloading students.
5. Obey all traffic signals and signs on your way to and from the bus stop.

Prohibited Items

1. Tobacco
2. Live animals or insects
3. Glass containers
4. Alcoholic beverages, harmful drugs or chemicals
5. Weapons and explosive devices or any device or items capable of making loud/distractions noises.
6. Any object too large to be carried by the student. All other items must be kept on the student's lap or within the seating compartment and may not deny another student a seat.
7. Matches or cigarette lighters.
8. Food or drinks (no eating or drinking on the bus is permitted).