# Bus Rider Procedure Manual 



## 2023-24

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## IMPORTANT PHONE NUMBERS

## TRANSPORTATION OFFICE STAFF

MARY MCBRYAR ..... 366-2279
DIRECTOR OF TRANSPORTATION
JON AVEN ..... 366-2344
ASSISTANT DIRECTOR
ANGI TUCKER ..... $.366-2373$ACTIVITY TRIP COORDINATOR
ROUTING ..... 366-1785
DISPATCH366-2247

## FROM THE TRANSPORTATION DIRECTOR

Dear Parents of Bixby Schools Students:
This handbook contains information about bus services, student behavior, safety, and disciplinary guidelines, as well as other pertinent information. Although it is not possible to include all policies, practices and procedures concerning school transportation, it is designed to provide you and your children a better understanding of the district's bus service, while stressing the importance of bus rider safety and modeling good behavior.

Even though we emphasize bus safety and attentive driving practices, our drivers depend upon the full cooperation of the students, in order to drive the bus safely. Bus safety is not just the driver's responsibility, but also the responsibility of all students that ride. Distractions inside the bus may divert a driver's attention from the road and jeopardize passenger safety.

While school buses are one of the safest forms of transportation available, a study conducted by the Transportation Research Board of the National Research Council determined bus safety education programs offer the greatest potential for safety improvements per dollar invested. We want you to know that Bixby provides up to forty hours of training per driver each year to ensure the improvement of our safety standards.

In addition, all school bus drivers within the state of Oklahoma must be certified by the State Department of Education. To obtain this certification, a driver must complete an initial 25-hour training course including all associated written and driving examinations. Furthermore, they also require bus drivers to complete the minimum 4-hours of annual refresher training to maintain their certifications. Please be assured all Bixby drivers meet this requirement.

It is always the district's goal to provide the safest, most timely, and consistently reliable transportation services to all students eligible to ride. We will be counting on your help to instruct your child and reinforce the need to follow bus driver directions and obey all bus rules. If you have any questions regarding bus behavior please feel free to contact me at 918.366.2279.

We hope you will find this handbook informative and sincerely wish your child a safe, happy and educational year. Thank you for entrusting us with your transportation needs.

## Kind Regards,

Mary McBryar
Director of Transportation

## PARENT'S RESPONSIBILITIES

The task of transporting students safely and efficiently can only be successfully accomplished with the cooperation and assistance from parents who will reinforce safety guidelines with their children and provide support and appreciation for necessary disciplinary measures. Bixby's policies are designed to help insure a safe and pleasant ride for all students. Knowledge and support from parents will help the children appreciate and retain their school bus riding privileges.

Listed below are responsibilities which parents should assume in order to reach the goal of a safe, timely and uneventful ride for everyone:

1. Make sure your children are at the bus stop five (5) minutes before scheduled bus arrival. Be sure they dress appropriately for the weather since they may have to wait in the rain or cold.
2. Supervise your children to, from, and at the bus stop for their safety and protection.
3. Equip your children with backpacks or book bags which free their hands for balance and holding onto the bus handrail.
4. Teach your children the rules for safe bus riding (see student's responsibilities page 5).
5. Teach your children their address, phone number, and bus number.
6. Items and objects not permitted on the bus must be transported some other way. Please do not ask for special consideration in this matter (See page 8)
7. Report illegal and/or unsafe school bus driving to the Transportation Department (see page 2 for contact numbers).
8. Assume responsibility for the behavior of your children while riding the bus and at the bus stop. If bus riding privileges are revoked, parents must provide transportation to and from school, until privileges are reinstated.
9. Bus Drivers are not allowed to add, change, or move any bus stops. All requests will need to be submitted and approved through the Transportation Department (see page 2).
10. All motorists should know and obey the Oklahoma school bus stop law:
O.S. 47, Section 11705.
(a) The driver of a vehicle meeting or overtaking a school bus that is stopped to take on or discharge school children, and on which the red loading signals are in operation, is to stop his vehicle before it reaches the school bus and not proceed until the loading signals are deactivated. Then, and only then, may a vehicle proceed past the school bus at a speed which is reasonable and with due caution for the safety of school children and other occupants.
(b) If the driver of a bus witnesses a violation of the provision of subsection (a) of this section and is able to provide the vehicle color and license tag number to authorities but is unable to identify the operator of the vehicle, there shall be a rebuttable presumption that the person in whose name the vehicle is registered committed the violation. If the vehicle is registered in the name of an entity which is not a natural person there shall be rebuttable presumption that the person authorized to use the vehicle committed the violation.

## STUDENT'S RESPONSIBILITIES

## Before Bus Arrives

1. Arrive at the bus stop $\mathbf{5}$ minutes before the bus is due. Dress appropriately for the weather. You may have to wait in the rain or cold.
2. Wait for the bus in a safe place, stand at least 10 feet back from the roadway and WAIT until the bus driver signals you to approach the loading door.
3. Form a single line and enter the bus in an orderly manner (with no pushing or shoving).
4. When entering or exiting the bus, always use the handrail.
5. Once you have entered the bus, proceed to your assigned seat.
6. Carry belongings in a backpack or book bag and if something falls under or around the outside of the bus, tell the driver. NEVER TRY TO PICK IT UP YOURSELF!
7. The bus will not stop unless a child is waiting at the stop.
8. Only students standing at the correct bus stop will be allowed to ride the bus.

## While on the Bus

1. All rules for the classroom apply to the bus. No loud talking or yelling is permitted.
2. Always cooperate with the bus driver and other school officials.
3. Remain seated and facing forward at all times. Do not change seats, and keep feet and/or belongings out of the aisle. Bus seats are designed to protect you in an accident and can only do so if you are sitting properly. Standing while the bus is moving may result in serious injuries.
4. Throwing objects on or off the bus is strictly prohibited. Students and their parents may be held responsible for property damaged when items are thrown out the bus windows.
5. Harmful items, such as drugs, tobacco (including "vapes"), alcohol, knives, weapons, etc. are strictly prohibited.
6. Be courteous to your bus driver and fellow passengers. Use no profane language or gestures.
7. Help keep the bus clean.
8. Keep all parts of the body inside the bus at all times.
9. No food or beverages of any kind are permitted. Lunch may be taken to school if kept inside a lunch box or in a backpack/book bag. Water will be permitted on hot days.
10. Only those items that can be safely held in your lap, between your knees (such as a tuba in an upright position), or stored under the seat will be permitted on the bus.
11. Electronic devices must have the volume turned down or off, or the student must use earphones. No external blu-tooth speakers are allowed. Students are not allowed to take pictures or videos of other students.
12. Remain absolutely quiet when the bus is approaching and stopped at all railroad crossings.

## When Exiting the Bus

1. Exit the bus in an orderly manner (no pushing or shoving). Please wait until the bus comes to a complete stop before standing up to unload.
2. When crossing the street, walk out 10 to 12 feet in front of the bus and wait for the driver to motion you across. Double check yourself, while crossing, to ensure that traffic is stopped. Bixby drivers are trained to use their horn as a universal sign of danger. If you hear the horn, STOP and return to the starting position!
3. If something falls under or near the bus, tell the driver. NEVER PICK IT UP YOURSELF! There are blind spots and the driver may not see you. This puts you in immediate danger!
4. NEVER cross the street behind the bus. If you must cross the street, see \#2 above.
5. Move about 10 feet away from the side of the bus and stay away from the wheels.

Do not attempt to grab any part of the bus or run after it.
6. Never attempt to crawl under the bus for any reason.
7. Go directly home after leaving the bus; do not return to it for any reason.

## ITEMS NOT ALLOWED ON SCHOOL BUSES

Students are not permitted to bring large items on the bus that cannot be held in their lap or stored under the seat; this includes large band instruments, boxes, athletic equipment or school projects. Students are not allowed to store items in the front of the bus under the dash or next to the driver. Also, the transportation of animals, weapons, drugs, and objects that pose a threat to the passengers is strictly prohibited. In consideration of our drivers and other students, perfume, body spray, cologne or other types of sprays (including deodorants) will not be permitted to be used on the school bus.

## ELIGIBILITY TO RIDE A BUS

Students who legally reside within the boundaries of the school district and live more than one and one half miles from their school site are eligible for bus service.
Students who transfer into the district are not eligible to ride a district school bus and must provide their own transportation. Extenuating circumstances may be considered on a case by case basis through special arrangements with the Transportation Director.

Students must ride the same bus everyday. Bus routes are developed based on the number of students living in a specific area and on counts of students who have previously ridden the bus from that area. If students ride to/from an area they don't live in, the result may be overcrowding of a bus or under utilization of a bus in another area. Safe, cost efficient bus service depends on riders consistently riding their assigned bus.

## RIDING A DIFFERENT BUS

Bixby Public Schools provides transportation to and from the bus stop located nearest to their residence. No transfer students are eligible for bus transportation services. Students should exit the bus in the afternoon at the same location they boarded the bus in the morning.

All students who ride a bus other than the one assigned to them must have a bus pass issued by the Transportation Department. Students will not be issued a bus pass to ride a bus to work, an activity, an appointment, an athletic practice or event, to a friend's house or any form of daycare/childcare.

In special circumstances, such as family emergencies, a bus pass will be issued. Please call the Transportation Department to arrange for all urgent permission scenarios. Parents leaving town will need to arrange transportation with the Transportation Department Office a minimum of (2) days in advance. Notes to the Bus Driver or voice messages left for Transportation via phone calls are not acceptable in lieu of passes.
*An example of an emergency (which we do not want to happen) would be a parent being involved in an accident and taken to the emergency room.

* Going to work, homework groups, club meetings, visiting a friend, any form of childcare or musical/athletic practices are NOT considered an emergency.

Parents of newly enrolled students requiring routine bus transportation should contact the Transportation Department. The Bixby Public Schools' website has a Transportation Department page, where you can fill out a Support Request form, or you may call (918)-366-1785. You will need to allow up to 72 hours to receive a schedule.

Parents of existing students relocating to new addresses within the district must first file their new address with enrollment, prior to making contact with transportation for new routing information. The Bixby Public Schools' website has a Transportation Department page, where you can fill out a Support Request form, or you may call (918)-366-1785. You will need to allow up to 72 hours to receive an updated schedule.

Once the student has been assigned a bus route schedule, you will need to download the "Ride 360 " app and link (see instructions on the Transportation Web Page) the student using their student ID(s). The bus stop, route \# and times will be displayed in the app. Lastly, you will need to inform the student's school site that your child will be a bus rider.

Students who are not eligible for bus service include: transfer students, students on in-house suspension, bus suspension, etc.

## FIELD TRIPS AND ACTIVITY TRIPS

Transportation is also provided, when feasible, to transport students attending various academic or competitive events. Students riding the bus on field trips or activity trips are expected to follow the same rules that apply to students riding buses to and from school on a daily basis. Misbehavior will not be tolerated and may result in loss of future riding privileges.

Regular route transportation takes precedence over activity trips and so activity trip pickup and drop off times may be adjusted to accommodate regular routes first.

Parents of students going on field trips must sign a separate permission form, provided by the school, before students will be allowed to ride the bus on a field trip.

Activity trip transportation is provided only for students, teachers, coaches, and approved parent sponsors. Parents (and preschool children) wishing to participate in activity trips must provide their own transportation to and from events.

## DISCIPLINARY GUIDELINES

## Riding the School bus is a privilege.

The same rules of conduct expected at school (classroom) apply for the student on the school bus. A student's behavior on the bus directly impacts the safety of all other students on the bus. To safely transport students, the bus driver must be able to concentrate on driving the bus in the safest manner free from distractions. Misbehavior distracts the driver's attention and could result in a catastrophe, while the same behavior in the classroom might only result in a slight disruption of the learning process. Therefore, misbehavior on the bus cannot be tolerated at the same level as the classroom.

Drivers are trained to recognize and deal appropriately with misbehavior. If a child is continually getting in trouble on the bus, it may be due to peer pressure from the other children they have chosen to sit with. Many times, the best way to keep a child out of trouble is to separate him/her from such influences. For this reason, the Bus Driver's first level of disciplinary action is an assigned seat. The parents (or legal guardians) and/or the child, may request an assigned seat to ensure desirable behavior traits can be modeled and achieved..

Both the quality of the bus ride, as well as the atmosphere inside the bus, impacts every rider's ability to learn and succeed at school. In addition, it may affect their attitude for the entire day. Therefore, it is important that disruptive students be prevented from negatively impacting any child's school day. Students who disrupt the bus will likely lose their bus riding privileges.

Parents should consider the following when placing their students on the bus:

- The inside of a bus is a confined space where children are sitting very close together. This creates an atmosphere where even minor behaviors can be annoying to other students and may result in conflicts.
- Peer pressure may cause a child to act out when they likely would have made better choices under other circumstances. Because of these factors (which are unique to each bus), a child may not exhibit the same behavior on the bus, as they do in the classroom, at home, or in less stimulating environments.

Parents should keep these factors in mind when instructing their children in bus behavior or in assisting us when dealing with their child's bus misbehavior. Parents are requested to instruct their children in how to appropriately model patience and tolerance. In addition, please help reinforce the authority of the Bus Driver just as you would a Teacher's authority in the classroom.

Generally, the bus driver will take the following approach in handling bus discipline problems.

## Parent Communicator

A Parent Communicator Referral is an action developed to help correct minor infractions that have taken place on the school bus. This is NOT a required step NOR a disciplinary report in the disciplinary process. This step provides the parents a chance to correct their
student's actions before any disciplinary action is taken. The parents will receive a phone call to discuss their child's actions and afford them an opportunity to engage in conversations to ensure their child's compliance. The goal or desired outcome is to ensure the preservation of bus rider safety.

## Bus Conduct Report

A. For minor disruptive behavior, such as; not remaining seated, excessive noise, eating on the bus, using profanity, horseplay or other safety related issues, a student may receive a verbal warning and/or an assigned seat by the driver.
B. For continued or repeated disruptive behavior, the driver will submit an incident report to the Transportation Office. The Assistant Director will process the report using the following guidelines:

* $\quad \mathbf{1}^{\text {st }}$ Report - Parent will receive a phone call regarding bus behavior, and the driver may assign the student a seat.
* $\quad \mathbf{2}^{\text {nd }}$ Report - Parent will receive a phone call regarding bus behavior, and the driver will assign the student a seat. Furthermore, the student may receive a 1 to 3 day suspension of riding privileges.
* $\quad \mathbf{3}^{\text {rd }}$ Report - Parent will receive a phone call regarding bus behavior, the driver will assign the student a seat, and the student will receive a 3 to 5 day suspension of riding privileges.
* $\mathbf{4}^{\text {th }}$ Report - Parent will receive a phone call regarding bus behavior, the driver will assign the student a seat, and the student will receive a 5 to 10 or more suspension of riding privileges.

These procedures will apply to every grade K-12. Subsequent (5th report) offenses will be dealt with more severely and may result in a permanent loss of riding privileges.
C. Students who are severely disruptive, directly jeopardize the safe operation of the school bus, or directly challenge the authority of the driver, may lose their riding privileges without receiving previous warnings. Loss of riding privileges and possible school suspensions may result from vandalism/tampering of bus, fighting, hitting/ bullying, willful disobedience, throwing objects in/on/out/at bus, threats toward driver/student, tobacco/vaping, possession and/or use of drugs, weapons, etc, or any other violation that affects their safety and that of other
student passengers or school personnel.
Bus discipline procedures involving identified special education students with behavior disorders are determined individually on a case-by-case basis.

## EMERGENCIES

In the event of an emergency on the school bus, students must always cooperate with the bus driver. Students should remember to remain calm and be quiet so they can hear the driver's instructions. This is especially critical if it becomes necessary to evacuate the bus due to an immediate hazardous condition.

## SNOW AND WEATHER EMERGENCIES

There is always the possibility, during the winter months, that inclement weather may hinder transportation services. Even rain often causes delays in bus schedules. Parents should remind students on days when there is snow or ice and school is in session that buses will often run late.

## ICE ROUTES

In those situations when the roads may be ice or snow packed and school is in session, it may be necessary to utilize alternate bus routes. These alternate bus routes are referred to as "ice routes." Each bus will have an ice route posted on the transportation web site. A parent may request a copy of the route be provided to the student as freezing weather approaches.

## SCHOOL CLOSINGS

To determine if school has been dismissed or ice routes are in effect, parents and students may listen to the radio or watch the T.V. Listed below are a few of the stations that generally receive school cancellation information before 6:00 a.m.

- Television stations- Channels (Fox), (KOTV), (KTUL), (KJRH)
- Websites:
- http://www.fox23.com/default.aspx
- http://www.newson6.com/
- http://www.ktul.com/
- http://www.kjrh.com/
- School website: www.bixbyps.org
- Communication to families from District

Note: No bus routes or shuttles will run on Virtual Days.

## LATE BUSES

We have new routing software for Transportation called Ride 360 through Traversa. Notifications and student bus schedules are provided for by the Ride 360 app . Please be patient with us as we test and roll out this new software. We have not yet completed installation within all bus routes. The goal is for parents and students to have access to view their buses' locations and times via their computer or phone. Ride 360 applies solely to bus riders assigned to a route. Bixby School District will utilize Apptegy communication software for other district wide communications via text messages. Please see our website for further information and updates.

Despite everyone's best efforts to keep the buses on time, it is inevitable that buses will sometimes be late. Sometimes unforeseen situations occur that prohibit the bus from being on time, such as a mechanical breakdown or traffic congestion due to an accident or inclement weather. When these situations occur, the transportation department makes every effort to get a bus back on schedule; however, it is not always possible.

Parents are encouraged to wait with their children at the bus stops. Parents who cannot stay at the bus stop with their children should have contingency plans (with family members, neighbors and their children) on what to do if the bus is late, or should the child miss the bus. For example, if the bus is late, arrangements could be made for the child to go to a trusted neighbor's house until the notified arrival time indicated by the app. Other contingency plans might include arranging alternative transportation.

## LOST \& FOUND

Items belonging to students that are left on the school bus will generally be kept on the bus by the driver for three (3) days and then placed in the Lost \& Found container at the Transportation Center.

Students should ask their bus driver to see if the lost item was retrieved. Drivers are to check the bus between each load, however, they are unable to prevent forgotten items from being removed by other students on the same run.

## COMPLIMENTS AND COMPLAINTS

## About Bus Drivers/Bus Service

Patrons and parents are encouraged to recognize bus drivers when a compliment is deserved. This can be accomplished by writing an email to the Transportation Director mmcbryar@bixby.org or by calling the Dispatcher at 918-366-2247 between the hours of 7:30 am. and 4:30 p.m. Parents and patrons may also reach out to these contacts to address any problems and/or concerns.

## Concerning Student Behavior

Students should report problems with other student bus riders to the bus driver. Please do not distract the driver while children are loading or unloading and keep conversation with the driver to a minimum. Other children are waiting for the bus at the next stop and extended conversations with the driver may cause traffic to be delayed. Furthermore, impeding traffic may result in an accident. The transportation office welcomes meetings and conferences between parents and drivers and will assist in resolving any problems the driver is unable to address.

Note: In order to protect the safety and well being of our children, no one (other than assigned student riders) may enter or board the bus for any reason. Doing so may result in a misdemeanor trespassing charge and up to a $\$ 250.00$ fine.

## BUS STOPS

Bus stops are generally placed in locations which would not require students to walk more than 2 blocks. Students should dress appropriately and be prepared to wait in the rain or cold for an extended period. All bus stops must meet State of Oklahoma safety standards.

The Transportation Department will accept requests for bus stop location changes, however, before a stop will be changed, the following factors will be taken into consideration.

1. Is there an imminent danger?
2. Is the distance to the stop excessive? (more than 2 blocks)

Questions or requests need to be emailed to bixbyrouting $@$ gmail.com, or you can access our Transportation Page on the Bixby Web site. Lastly, you may also call the Routing Coordinator at (918)-366-1785 with your questions. A stop change, addition, or deletion will not be considered if the result of the change and how it affects the students is not consistent with the type of bus stop ALL OTHER STUDENTS IN THE DISTRICT must use. The goal is to allocate the available bus stops to all students as fairly as possible, while serving all neighborhoods equally.

We do try to locate stops where children may find shelter from the wind and weather however, it is not always possible to do so.

The ability of a parent to see the bus stop from their residence IS NOT sufficient grounds to move a bus stop. Placement of bus stops within sight of all students' homes would increase the number of stops which, in turn, would increase the amount of time necessary to run the route. This would then require significant additions to the number of Buses and Drivers necessary to get the children to school on time.

A student's behavior at a bus stop, prior to the arrival of the bus, is the responsibility of the parent. Destruction of property and/or vandalism at a bus stop by a student is a civil matter and will be handled by the police. Continued destruction of property or harassment of property owners will result in the stop being moved to another location or the elimination of the stop.

Seldom does the location of a stop make all students and parents utilizing the stop happy. Parents are encouraged to express their concerns about a stop to the Transportation Department. However, a stop will not be moved or added unless all students in the district can receive the same consideration. All requests are evaluated under the guidelines listed above.

It is the sincere wish of all the Transportation Department staff that all Bixby students have a good year filled with fond memories of school days. We will do our best to assure that it begins with a safe, rewarding, and pleasant ride on the bus.

## Equal Opportunity Statement/Notice of Nondiscrimination:

Public Schools, as an equal opportunity educational provider and employer, does not discriminate on the basis of race, color, religion, sex, national origin, disability, and/or age in educational programs or activities that it operates or in employment decisions. The district provides equal access to the Boy Scouts and other designated youth groups. The District is required by Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, and the Age Discrimination Act of 1975, as amended, not to discriminate in such a manner. (Not all prohibited bases apply to all programs.) If you suspect discrimination please contact: Title IX, Section 504, Discrimination Employment Issues: Lydia Wilson, Personnel, at 918-366-2200. Title IX, Discrimination, Section 504 Student Issues: Jamie Milligan, Student Services, at 918-366-2200. General questions about the District should be directed to 918-366-2200.

The following person has been designated to handle inquiries regarding the non-discrimination policies:
Lydia Wilson, Assistant Superintendent, 109 North Armstrong, Bixby, OK 74008. 918-366-2200

For further information on non-discrimination contact:

The OCR office for Oklahoma is located at: Kansas City Office, Office for Civil Rights, U.S. Department of Education, 8930 Ward Parkway, Suite 2037, Kansas City, MO 64114-3302. Telephone: 816-268-0550; FAX: 816-823-1404; TDD: 877-521-2172.Email: OCR.KansasCity@ed.gov

## Bixby Public Schools

## Bus Rider Agreement Form

Please return this form to your teacher, bus driver, or principal within the first two (2) weeks of school.

To Bixby Public Schools Transportation Department:

We have read and discussed the school bus policy and rules with our children.

We agree with the school system that these rules should be enforced and any student who cannot abide by these simple rules will be disciplined and/or counseled according to this policy.

As parents/guardians, we ask that the school contact us by telephone or written letter each time our child(ren) is involved in an incident(s) so that we might further counsel our children on proper bus conduct.

Sincerely,

Parent/Legal Guardian Signature

Date
Phone Number

Please provide the name and grade of each child in your family that will be riding the school bus. This statement will be in effect for the current school year.

| Name | Grade: | Bus \# |
| :---: | :---: | :---: |
| Name | Grade: | Bus \# |
| Name | Grade: | Bus \# |
| Name | Grade: | Bus \# |
| Name | Grade: | Bus \# |
| Name | Grade: | Bus \# |



Most injuries and deaths involving school buses occur OUTSIDE the bus.

Even though there are mirrors, the driver cannot see people close to the bus. Because the bus is so big, car drivers cannot see them either. Anyone inside the 'Death Zone' is in GREAT DANGER!

Some parts of the Death Zone are especially dangerous. To find out why, match the statements below to the numbered place or places in the Death Zone.

A. If these start turning, they will crush anything in their way.
B. The hood of the bus keeps the driver from seeing people here.
C. The bus driver - and drivers in the opposite lane who dont't stop for the flashing lights - can't see people walking or standing behind the bus.
D. A person crossing the road here may not be seen by motorists coming from behind the bus. (They're supposed to stop for the flashing lights, but don't count on it!)
E. If the bus rolls backwards, this is a deadly place to be!

## DO YOUR PART

To make sure everyone gets on safely.

1. Line up when you see the bus coming.
2. Stand back at least 6 feet to give it room to pull over.
3. If you have to cross the road, cross at least 10 feet in front of the bus, only when its lights are flashing.
4. Wait your turn to board the bus.
5. Use the handrail.

## Remember this valuable <br> "RULE OF THUMB" about the Death Zone:

If you can touch the bus, you're WAY TOO CLOSE!
6. Take your seat right away and stay seated throughout the ride.
7. Keep your arms, legs and belonging out of the aisle.


# BIXBY PUBLIC SCHOOLS BUS RIDER'S HANDBOOK 



## A GUIDE FOR STUDENTS \& PARENTS 2022-23

