



**Continental School District  
School Bus Safety Rules  
2015-2016**

**Walden Grove Parents and Students:**

Welcome to a new year at Continental School District! The following rules have been set to help promote the safety of the students and drivers on the Continental School buses. Please read these rules carefully with your children and ask your children to follow them whenever they are on the school bus. If you or your child does not understand any of these rules, please contact our office for an explanation.

Please be aware that all student code of conduct rules found at Continental School also apply to the time that your child is riding our school bus. The school bus safety rules outlined below represent a small portion of all school rules found in the Continental Parent Handbook

The Driver is in **complete** charge of his/her vehicle and must be obeyed by all passengers at all times. This ensures a safe ride for all students. The driver's authority includes the loading and unloading of passengers - please comply with his/her directions. Concerns or questions regarding this need to be directed to the school office.

Each driver is provided a bus route schedule. Unscheduled stops shall not be made without **prior** authorization of the school office, except in the case of an emergency. We will make every attempt to honor a parent's request if these requests (from parents) are provided to the school at least three hours before bus run.

Your concerns are important to us. However, bus drivers do not have time to stop and talk with parents. They have a bus schedule to keep. Please call the district office if you have any questions or concerns.

Parents who need to make arrangements for other people to pick up their children from the bus stop (younger children) or who seek to have their children get on or off a different bus or bus stop (all children) due to child care arrangements must ensure that the school office is aware of these arrangements **prior to the time it occurs**. We need a phone call to the office or a written note from you - we cannot accept oral arrangements from your children. We want to keep your children safe.

We realize the importance and necessity of providing a safe reliable means of transportation to our students. However, parents and students are reminded that riding on a school bus is a privilege, not a right. A student who refuses to obey the directions of a bus driver promptly or a student who continually violates the school bus safety rules may be denied the privilege of riding to and from school on a school bus. This suspension may be short or it may cover an entire semester or school year.

## Student Conduct on the School Bus or Other School Vehicle

The student and his/her siblings **must ride the same bus together to school and the same bus together coming home from school.** No exceptions. Children do not need to sit together - talk with your bus driver. This rule provides for our safe assurances that all children in the same family arrive at their destination together and ensures that our younger students can access their homes after school with their older siblings - as parents wish. Younger siblings are requested to wait by the bus loading area in order to board the bus with their older siblings. If younger siblings do not know where their older siblings are, a call is immediately made to determine if these older siblings are involved in after-school events. A call is also made to the parent if the younger child expresses concern about how they will get home once they arrive at their bus stop.

A student will not be allowed to "switch" buses - **each student will be assigned a bus at the beginning of the school year and will be expected to stay on that bus unless their pick up/drop off location changes.** This allows for our bus drivers to develop a relationship with our students.

The student must sit in an assigned seat if the bus driver designates seating assignments.

The student needs to be courteous and respectful to the bus driver and all students on the bus. **Loud, profane or obscene language will not be tolerated on the bus.**

**The student must be fully seated** while riding in a school bus, and must **remain seated** while the bus is in motion.

The student shall not extend hands, arms, head, feet, or any object through the window of the bus or other vehicle.

The student shall keep the bus clean. The student is not allowed to eat or drink any kind of food or beverage while in a school bus. **Exceptions are clear water in a sealed container.** Glass containers are not allowed on the school bus

The student shall not throw, shoot or project any type of object (or water) while in a school bus. This means inside the bus or at another person or to an outside object, person or animal.

The student cannot bring any animal or amphibian including insects and reptiles in a school bus.

The student must properly store any musical instrument on the bus. Ask the bus driver for assistance.

The student must practice safe habits in waiting for a school bus at a scheduled stop and in getting on and off the bus. Follow the bus driver's directions. When unloading from a school bus and crossing to the left side of a road or street, **a student shall always first walk ten feet in front of the bus** and then wait for the driver to motion the student to cross in front of the bus to the other side of the street. Failure to follow these rules can result in bus suspension.

The student must be respectful of surrounding neighborhood property, while waiting at designated bus stop. No horseplay, rock throwing, etc.

Please be aware of the following state requirement that Continental must follow: **Students can receive bus citations for violations of rules while walking to and from the bus stops and while waiting at bus stops. Our goal is to keep you safe.**

### **Removal from the School Bus**

At no time and under no circumstances shall a student be taken off the bus by the driver. If an uncontrollable situation should arise with a student or students, the driver must contact the School Office immediately for instructions. This may include an administrator or teacher driving to a bus stop and removing the child from the bus while we wait for a parent to pick up the child.

If there is any behavioral situation on a bus which would jeopardize the safety of the driver and/or the passengers on the bus, the driver should stop the bus and remain stopped while awaiting instructions.

At any time, the bus driver may institute an assigned seating schedule for any or all students on his/her school bus. If students are singled out for assigned seating due to their behavior, the driver will re-consider that assigned seat once the student demonstrates that he/she is able to follow the school bus rules. We want students to enjoy their bus ride! This re-assignment timeline is at the discretion of each bus driver.

If a student violates any of the bus safety rules, it is the expectation of the district that the bus driver will issue a citation regarding the behavior of the student. These citations will be turned in daily to the Principal. *An administrator will also review bus videos periodically and may issue citations based on what is seen in the video.*

The following procedure shall be used by the administrator when these citations are received:

**For the First Week of School** - If students break the bus rules the first week, parents will be contacted and asked to review all the rules with their child. This will be true for all minor violations. Major violations which jeopardize the safety of the bus will be immediately dealt with in a different manner.

After the first week of school:

#### **First Report on a Student**

The administrator will counsel the student about his/her behavior on the bus and will warn the student that a second report from the driver will result in the school contacting the parents.

A student may be suspended from the bus on the first report if the student's misbehavior is serious enough to justify such action. The administrator will make the decision with consultation from the bus driver who submitted the citation.

#### **Second Report on the Same Student**

The administrator will counsel the student about his/her behavior on the bus and will contact the student's parents either by e-mail or by telephone.

Both the student and parent(s) will be advised that a third bus referral will result in the student automatically being suspended from the bus transportation for a minimum period of 3 school days, beginning on the following school day.

A student may be suspended on the second report if, in the administrator's judgment and with consultation from the bus driver who submitted the citation, the student's behavior is serious enough to justify such action. At any time, a student's violations of rules that significantly impact the safety of our bus program may result in a suspension from riding the bus up to a full semester or even a full school year.

Up-Dated 4/4/2014

Please note that the first two bus referrals typically serve as a warning to the student regarding more minor bus violations. ***A third bus referral automatically results in the suspension of bus privileges.***

### **Third Report on Same Student**

The administrator will inform the student that she/ he is suspended from bus transportation for a period of no less than 3 school days, beginning on the following school day.

If the student is absent from school on the following school day or days, the suspension will begin on the first day the student returns to school following his/her absence.

Students may be suspended indefinitely at any time if, in the administrator's judgment and with consultation from the bus driver who submitted the citations, the student's behavior is serious enough to justify such action.

### **Fourth Report on Same Student**

The student will be suspended from bus transportation for an indefinite period, not to exceed the balance of the school year. The administrator will decide the specific length of the bus suspension period after consulting with both the student's parents and the bus driver.

Long-term bus suspensions may be appealed first to the Superintendent and then the Governing Board.

Finally, we respectfully request that parents do not board our buses during school bus routes unless you are assisting with a "sleeping child" or a child with special needs. We are on very tight timelines for our routes and make every effort to maintain the bus drop off times we have published. You can always immediately contact the Director of Transportation if you have an urgent concern. Thank you for allowing us to provide bus transportation to your children.

To be Returned to Continental School District

**DUE FRIDAY, MAY 13TH**

*Print Name of child (children) and grade:*

_____	<i>Grade:</i>
_____	<i>Grade:</i>
_____	<i>Grade:</i>
_____	<i>Grade:</i>
_____	<i>Grade:</i>
_____	<i>Grade:</i>

*I have reviewed the bus rules with my son and/or daughter. By signing below, we are both declaring that we have read and understood the rules and agree to follow these rules.*

_____ Parent/Guardian Signature	_____ Date
_____ Student Signature	_____ Date
_____ Student Signature	_____ Date
_____ Student Signature	_____ Date
_____ Student Signature	_____ Date
_____ Student Signature	_____ Date

***These bus rules must be reviewed and signed by all students and their parents/guardians before the start of the 2015-2016 school year to allow time for bus assignment. Students will not be allowed to ride a bus until the office provides a bus assignment.***