

# TRANSPORTATION EXPECTATIONS



## Eligibility for Riders

According to CUSD Board policy, eligibility for bus transportation to and from school is defined as:

- Students who reside outside the city limits and are 1 mile from school for elementary school and 1.5 miles for junior and senior high school; or
- Students who reside in a school area that administrators have judged the walking route to school to be unusually hazardous; or
- Students with exceptional educational needs in accordance with state law and established procedures.

School bus transportation will be limited to transporting the student from the student's designated bus stop to school and from school back to the designated bus stop. An exception to this policy will allow a student to be discharged at a place other than his/her bus stop if the point of discharge is on a regularly scheduled bus route, and the requested stop will be the daily point of discharge. **A request for this exception must be submitted in writing to the transportation department at least one day prior to the time requested exception will begin.**

## Route Changes

Due to unpaved roads in the District, there will be instances where we will have to make changes to current bus routes. We will change a route if it poses any safety hazard to students, staff and/or the community. We also reserve the right to change a bus route due to new construction in the District and road construction delays.

## Inclement Weather

Our buses cannot make it down muddy roads without getting stuck. If you live on or near an unpaved road, please bring your child to the nearest paved road on rainy days. We ask you to do this for the safety of our students and staff.

## Assigned Seats on School Vehicles

CUSD will reserve the right to assign seats on all school vehicles. These assignments will be done normally by grade level, beginning with the kindergarten students in the front of the bus. Upon parent/guardian requests, siblings will be seated together.

## Video Cameras

All CUSD buses have been equipped to videotape bus activity for the primary purpose of preventing disciplinary problems and vandalism on the bus. Access to and use of videotapes from buses shall be limited. Only the support services coordinator, bus driver(s), school principals, police and district administrators shall be authorized to view the videotape for the purpose of documenting disciplinary concerns and determining which student(s) may be involved. Disciplinary action may be taken with students based on video documentation. School administrators may authorize other personnel to view segments of a specific tape, if viewing the tape is beneficial to their role in assisting the student.

## After School Activities

CUSD will issue bus passes for all after school students and athletes. Students issued these passes will be required to ride the after-school buses home. Students can receive these passes from their teacher or coach.

These buses will be scheduled with all after school activities and athletics. Special after school activity buses may be scheduled if necessary. Students must have both a pass and a valid I.D. to ride an activity bus home.

### **Co-Curricular School Activities**

Although the bus driver is ultimately responsible for the safety of all who ride the bus, an adult chaperone (school staff) will always be on board during co-curricular trips. The adult chaperone is responsible for the management of the students on the bus, student attendance counts, and follow-up with parents/guardians and/or administrators concerning student behavior problems. Chaperones should check with the driver for driver expectations regarding noise level and concerns regarding student behavior. Students are expected to follow all school rules and expectations.

# PARENT/GUARDIAN RESPONSIBILITIES/EXPECTATIONS



## **Parent/Guardian Responsibilities**

Parents/Guardians are responsible for the conduct and safety of their child before the school bus arrives, after the bus departs, and between the bus stop and their child's home.

Parents/guardians are encouraged to establish a schedule with neighbors to monitor student safety and report among each other specific concerns regarding a child's actions at or near the bus stop and to and from his or her home.

The school district reserves the right to impose discipline for inappropriate activities taking place at the bus stop.

## **Parent/Guardian Expectations**

Parents/guardians are an important part of their child's success at school. To have a positive experience at school each school day:

- Instruct their child to be 10 minutes early to the bus stop.
- Ensure their child has their ID badge every day.
- Review all safety and conduct expectations with their child.
- Determine procedures for the child to follow between home and the bus stop.
- Encourage appropriate dress for protection against inclement weather.
- Be courteous and follow all directions from the school bus driver.
- Monitor the bus stop area for damage and cleanliness.
- Report to police any unusual vehicles near a bus stop or suspicious individuals who are not routinely at the bus stop.
- Instruct their child to never accept a ride with a stranger.
- Contact the school or Transportation Department if their child is late or cannot be located following the school bus arrival.

## STUDENT/PASSENGER REGULATIONS/EXPECTATIONS

### Bus Regulations

All students are to ride on their assigned bus. Students must leave or board the bus at locations to which they have been assigned, unless they have parent/guardian and administrative authorization to do otherwise.

Riding school buses is a privilege and a convenience; it is NOT a right. The board authorizes the superintendent and other administrative personnel to suspend, if necessary, a student's bus riding privileges. Inappropriate language and/or conduct may be sufficient reason for refusing student transportation.

Whenever it becomes necessary to refuse student transportation, the school authorities shall notify the parents/guardians in writing or by phone of such refusal with a full explanation. (Until such time as the school authorities have received assurance from the parents/guardians of future good conduct on the part of the student, the student shall not be permitted to ride the bus.) Should a student board a bus from which he has been suspended, the bus driver shall report such incidents to the principal upon his/her arrival at the school site. Students waiting for a late bus are not permitted to leave school grounds except by bus.

Once students depart from their assigned stops, they are expected to report directly to their home. The school district remains responsible for student safety until the student is delivered to the regular bus stop after the close of the school day.

The following regulations pertain to school bus conduct and are intended to ensure the safety and welfare of the students, the bus driver, and other drivers on the road and to ensure the safety and proper maintenance of school buses.

### Students are expected to:

- Show their I.D. to the bus driver every day and have them displayed while on the bus.
- Stay off the road, even when you see the bus coming. Students should wait in the designated location, clear of traffic and away from other dangers.
- Stand back until the bus stops completely and the door opens before you move to get on.
- Be careful in approaching bus stops. Be sure the road is clear both ways before crossing roads and highways.
- Use handrail and take the steps one at a time as you get on.
- Be on time and arrive at the bus stop before the bus is scheduled to arrive. Bus drivers are not required to wait for students who are not punctual.
- Sit down right away and put down your books, etc., before the bus starts. Sit in your assigned seats. Put all loose material and your backpack on the floor in front of you. Bus drivers have the right to assign students to a seat and to expect reasonable conduct from students while on the bus.
- Act the way you would in class--no loud talking, fooling around, throwing things, provoking or disturbing others. Reach your assigned seat without disturbing or crowding other students and always remain seated throughout the entire route.

- Never stick your head, arms, hands, or anything out the window. Don't open any windows without the driver's permission.
- Obey the driver promptly and respectfully or run the risk of losing bus riding privileges.
- Keep the bus clean and sanitary. Food, chewing gum, candy, soft drinks, etc. are not permitted.
- No unnecessary noise, loud talking, and laughing which might divert the attention of the bus driver are permitted.
- Stay seated until the bus stops and the door opens. Let people closest to the front get off first.
- Be courteous to fellow students and to your bus driver. Any cursing or crude language will be referred to the appropriate administrator for disciplinary action
- Take all your books, clothes, and backpacks and remember to leave the bus as clean as you found it. Treat bus seats and equipment as you would a valuable piece of home furniture. Report all damages to bus seats, intentional or otherwise, to the bus driver. Don't linger around the bus.
- Get off quickly and quietly, without pushing or running. Remain seated until the bus stops to unload and wait for the signal from the bus driver before crossing the road in front of the bus.
- Once on campus remain on campus.
- Never cross in front of the bus until the driver signals for you to do so.
- In an emergency, wait for the driver to give instructions.
- The driver may establish additional appropriate procedures to ensure safety on a particular school route.

### **Reporting Passenger Misconduct**

- The bus driver will report misconduct occurring on the school bus to the appropriate personnel.
- A School Bus Conduct Report will be completed and submitted to the transportation supervisor, who will then forward it to the appropriate school principal for action. The Principal will contact the parent/guardian to set up a conference regarding appropriate consequences.
- The Principal and transportation department will retain copies of the signed report. In some cases, students may report passenger misconduct. If so, the student should report the misconduct to her or his teacher or school administrator.

### **Special Needs Students**

Specialized transportation as a related service can only be determined as part of the Individualized Education Plan (IEP) process. Consequences of misbehavior for students receiving special education services will be in compliance with regulations for special education services and the students' IEP.