



Car Riders

Parents are asked to drop children at the main front entrance of the building in the morning between 7:20 a.m. and 7:45 a.m. Parents may pickup children at the close of school each day (3:20 p.m.). If you arrive early, please remain in your car and drive through to pickup your child. The procedure will go much faster as we get to know the children and matching vehicle. **Please stay in your car and drive through to pickup your child. It will be the safest procedure we can follow for your children.**

SISD Bus Rider's Safety Handbook



The goal of this Bus Rider's Handbook 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 by the 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 designated stops only.
3. Only students who are eligible to ride may be transported and must ride their assigned bus.
4. Do not ask to ride home on another bus with a friend.
5. It is the responsibility of the parent to provide transportation to school if a child misses the bus.

Waiting for the Bus

1. Be at your stop 10 minutes before scheduled pickup time. Driver will not honk or wait.
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.
5. If you miss the bus, go home immediately.
6. Parents should instruct their children on what procedures to follow if the bus is missed.
7. Immediately after boarding the bus, students are to go directly to their assigned seat.

Loading the Bus

1. Do not push or shove.
2. Use the handrail and steps.
3. Go to your assigned seat. The bus will not move until **all** students are seated



Conduct on the Bus

1. The driver is in full charge of the bus and the students.
2. School policies and regulations concerning behavior apply to students while riding school buses.
3. Students will demonstrate respect and courtesy for bus drivers. Students will obey reasonable requests made by drivers.
4. Outside of ordinary conversation, classroom conduct is to be observed. There will be no yelling, screaming, whistling or any other loud and annoying noises permitted while on the bus.
5. The use of tobacco on the bus is not permitted.
6. There will be no fighting, wrestling, shoving or tussling in any form on the bus.
7. Do not throw trash or any object on the bus or out the window of the bus.
8. No one will extend any object or part of his/her body out of the window of the bus.
9. Students must not try to get on or off the bus, or move about within the bus, or **stand in the bus while it is in motion.**

10. Any student damaging the school bus in any form will be subject to disciplinary action and will be liable for all damages incurred.
11. No food, drinks or chewing gum is allowed on buses do to choking.
12. A student must have a note signed by the parent with a phone number where the parent can be reached; and it must be approved by the principal if the student is to change the way s/he normally goes home. If the principal does not receive the note, the child will go home the normal way.
13. Any student impeding the safe operation of the bus will be subject to losing their privilege to ride the bus.

Getting off the Bus

1. Stay seated until the bus is completely stopped.
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. You must have an approved pass from the principal to get off at a bus stop other than your own. The note must be given to the driver when boarding the bus.
5. Stay clear of the bus when the engine is started. Do not chase or hang onto the bus at anytime.
6. If any article drops or rolls near or under the bus, do not go after it.



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 12 feet in front of the right of the bumper and wait for the driver to signal you 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. Cross all streets at intersections. Obey all traffic signals and signs on your way home.

Prohibited Items

1. Tobacco
2. Animals or insects:
No animals dead or alive permitted. **Only projects with dead insects sealed with Saran Wrap will be permitted. If an incident occurs causing a distraction to the driver, and in turn causes an accident, the maximum punishment to the student will be enforced.**
3. No live ants
4. Glass containers
5. Alcoholic beverages
6. Weapons, explosive devices, harmful drugs or chemicals
7. Matches or cigarette lighters
8. Food or drinks. No eating or drinking on the bus is permitted.
9. Radios, tape players, handheld video games and headphones
10. Medication



Accidents or Emergencies

1. Follow the driver's instructions.
2. If you must leave the bus, stay in a group.
3. The following procedures will be used for evacuation an emergency situation:
 - A. The student nearest the door will open the door and hold it open.
 - B. Leave the bus in a single file as quickly as possible.

C. Evacuation will start with the seat closest to the door.

D. Once outside the bus, follow the driver's instructions completely.

Extra Curricular Trips

1. Bus rider rules apply to all school-sponsored events.
2. Discipline will be the responsibility of the building principal and the trip sponsor.
3. The bus must return clean from a trip.

Discipline

The school bus is an extension of the classroom, and the principal will administer discipline with the assistance from the bus driver. All school board policies that apply to student conduct and other student related activities apply to the school bus.

Steps and consequences for the improper conduct on the bus include, but are not limited to the following:

Step 1 The driver, in an effort to assist riders in following the rules of the bus, will verbally warn the student when his/her behavior interferes with the safe operation of the bus.

Step 2 The driver of Director of Transportation will notify parents either with a phone call and/or a "Written Warning" report when their child is involved in unsafe bus behavior.

Step 3 If the student chooses to continue his/her misbehavior, the driver will complete a bus conduct report. The discipline of the student will be determined by the principal.

Severe Clause

The following behaviors are examples which would receive an **immediate** "Conduct Report" and subsequent bus suspension. The severe clause is **not** limited to the examples below.

1. Fighting on the bus.
2. Smoking or the use of alcohol.
3. Having in possession any type or form of weapon.
4. Blatant refusal to follow drivers reasonable request.
5. Physically and/or verbally assaulting a transportation employee.
6. Use of profanity on the school bus

General Behavior Rules

**"PROTECT YOUR RIDING PRIVILEGE!"
FOLLOW THESE RULES**

1. Observe same conduct as in the classroom.
2. Be courteous; use no profane language.
3. Do not eat or drink on the bus. (Bottled water is an exception on hot days.)
4. Keep the bus clean.
5. Cooperate with the driver.
6. Do not use tobacco.
7. Do not be destructive.
8. Stay in your seat.
9. Keep head, hands and feet inside the bus.
10. Bus driver is authorized to assign seats.

