

Bellevue City School District Student Busing

WHO IS ELIGIBLE TO RIDE?

Bellevue City School District students Grades K-5, residing more than 1 mile from the building they attend, and Grades 6-12, residing more than 2 miles from the building they attend, are eligible for transportation services unless they are open enrollment students. Please check with the Transportation Office if you are uncertain of the distance to your residence.

SCHEDULES AND ROUTES

The bus routes have been designed to promote the safest and most efficient transportation to and from school. Pupils are to ride only the buses to which they have been assigned. Bellevue City Schools will transport to an approved babysitting location (Babysitting papers are required).

School bus drivers, if on schedule or behind schedule cannot wait for tardy students. **Students must be at their designated stop location 5 minutes prior to the scheduled bus arrival time.**

Students will only be allowed to ride their assigned buses. Emergency requests must be made by the parent to the transportation department as a one time emergency location drop off. Emergency bus arrangements will only be approved if space is available.

The Bellevue City School District does **not** transport students to after-school employment or commercially operated day cares outside of the child's school attendance area.

AUTHORITY OF DRIVERS

While being transported on a Bellevue City Schools' bus, the students are under the authority of the bus driver, who is responsible for the orderly conduct and safety of all riders. Your driver has the authority to enforce all of the rules and regulations as described.

RIDING THE BUS

No student is permitted to stand while riding a school bus. Since there may be three students to a seat, it is important to share the space. Students will have assigned seats. Please do not move from your seat unless instructed to do so.

LOADING

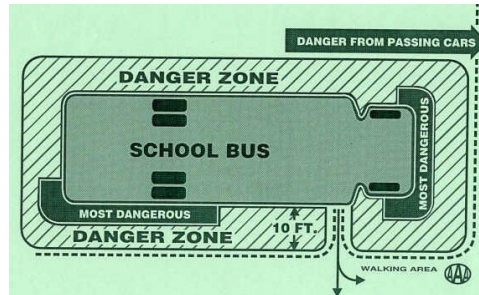
Wait for your bus in a safe place, approximately 30 feet away from the roadway. You should line up single file and board the bus in an orderly manner, going immediately to your seat so that the bus will not be delayed and others may board. Please do not stand or kneel on seats or sit on the seat backs, as you can be injured if the bus stops suddenly, and it also damages the seat safety cushions.

UNLOADING

When arriving at school, remain seated until instructed by the driver to move. When preparing to leave the bus at your home destination, move to a front seat the stop before yours. Stand only after the bus comes to a complete stop.

CROSSING THE ROADWAY

When it is necessary to cross the street or road before getting on or getting off the bus, you must cross at least ten (10) feet in front of the bus. Always wait for the bus driver's signal to cross the street or road, as the bus driver is in a position to see traffic in both directions. After the bus driver signals you to cross, look in both directions before moving into a traffic lane. Remember, if your driver sounds the horn, it means **DANGER!** Stop immediately!



EMERGENCY EVACUATIONS

Your driver will hold practice drills for emergency evacuations. To insure your safety, you must become familiar with proper procedures. If you cannot participate in a practice drill, parents must send in a written letter to the school office.

CONDUCT ON THE BUS

Remember that riding the bus is a privilege granted to you. The bus is viewed as an extension of the classroom and conduct should be similar.

- Cell phone use is prohibited.
- Profanity or obscene language and gestures will not be tolerated on the bus. Use of such language or gestures will be considered serious enough misconduct to have your riding privileges suspended.
- Eating, drinking, lighting matches, smoking, spitting, or littering the bus floor with any material is not permitted.
- Windows may open with permission from your driver. Do not extend any part of your body or any other objects out of a bus window at any time. Close your window when instructed by your driver. Throwing any object from a motor vehicle is prohibited by law.
- **Absolute quiet must be observed while approaching, stopping and crossing all railroad tracks.**
- Continued or serious misconduct or refusal to obey a driver's instructions shall be sufficient reason for refusing transportation services to any student. The parents of students that have done damage to a school bus will be billed for repair costs.
- Sharp or pointed school supply items (pens, pencils, compasses, etc.) should be carried in a closed container.
- Please arrange another means of transportation if you must bring any large, fragile, or forbidden cargo to school. Packages or musical instruments that can fit and held securely on your lap may be carried if there is sufficient space. Students must check with the bus driver in advance.

- No glass containers, bottles, helium balloons, skateboards, or fragile items may be carried on the bus (lunch thermos bottles are acceptable). Personal headphones, CD, cassette, radios and cell phones are prohibited. No laser pointers can be used on the bus.
- **The transportation or carrying of firearms or any other weapons or explosives on a school bus is prohibited by law.**
- Animals are also prohibited, with the exception of those intended for special needs assistance.

SCHOOL BUS DISCIPLINE PROCEDURE

- When a student is referred to the administrator's office, he or she may receive a warning and a letter is sent home to the parents or guardian.
- The second time the student is referred to the administrator's office; he or she is subject to detention or suspension from riding the school bus. A letter is sent home notifying the parents or guardian of the suspension period.
- When a student is referred to an administrator's office for the third time, he or she will be subject to suspension from riding the school bus for a longer period of time, up to the remainder of the semester. Parents or guardians are again notified by the school office.

NOTE: In some instances, a student may be subject to dismissal from riding the bus without notice, or on the 1st offense. Examples of such incidents are as follows:

1. If a student strikes, attempts to strike, or threatens a bus driver.
2. If a student cuts seats or otherwise damages the bus.
3. If a student is fighting with, injures, or presents a danger to other students.
4. If a student uses or dispenses tobacco, alcohol, or drugs.
5. If a student lights a fire or is playing with matches or a lighter.
6. If a student brings a weapon or explosive on the bus.

Right to Appeal

Disciplinary actions resulting in suspension are accompanied by the right to appeal.

A MESSAGE TO PARENTS

Bellevue City Schools Transportation Department may provide transportation to/from an alternate location, provided there is room available on the route and the following guidelines are met:

1. Alternate location requests must be made in writing on a Babysitting Transportation Request Form. (This applies to all daycare requests). These forms are available at the school offices as well as the Board of Education office located at 125 North Street; Bellevue.
2. The alternate location is consistent five days per week for the morning and afternoon. Alternate locations will remain the same for at least one semester. Example: Student may be transported from one location to school in the a.m. and from school to another location in the p.m.
3. The alternate location is along a regularly scheduled route at a regularly scheduled stop.

4. The alternate location must be within the same school attendance area for which the student is assigned.

Although your school bus drivers train extensively and are experienced in the many different facets of pupil transportation, they need the cooperation and assistance of both students and parents to ensure the safest trip possible.

Please take a few minutes to review this pamphlet with your children. It contains information that will assist students in learning their rules and responsibilities in transportation safety.

SAFETY TIPS FOR PARENTS

- Stop your vehicle for school buses with red lights flashing...even in the schoolyard!
- Make sure your children get to the school bus stop in plenty of time. Be at the stop 5 minutes before your scheduled time.
- Discourage loosely fitted or baggy clothing that can get caught in handrails, in swing doors, or on seats.
- The most dangerous area is at the loading and unloading areas. Instruct your children to avoid horseplay and to stay back away from the bus until it is okay to board.
- Instruct your children to remain seated while on the bus, and avoid horseplay or being exceptionally noisy.
- Don't buy student raincoats that are yellow, buy another color. The yellow raincoat has a tendency to blend with the yellow school bus, making it hard for motorists to see the student.
- The school zone speed limit is 20 miles per hour.
- Teach your children to STOP and look before hurrying away from the bus as they exit at the end of the day.
- If you meet your child at the bus stop after school, wait on the side where the child will be dropped off, not across the street.
- Do not run alongside the bus when the bus is moving. Wait until the bus stops; then walk to the door and board the bus in an orderly manner. Do not push or shove.

***We ask that you discuss with your child the importance of safety of both inside and outside of the school bus. Please stress the danger involved when walking or playing behind, at the sides, or close to the front of any vehicle. Familiarity with the items in this pamphlet will help make everyone's ride safer and more convenient.**