

WHITE PIGEON TRANSPORTATION RULES AND PROCEDURES FOR A SAFE AND PLEASANT RIDE

Parents,

It is our goal to provide SAFE dependable transportation for all students. Please review and discuss the bus rules with your children. Impress upon them the importance of following the rules while riding a school bus. This is a general list of rules for all the buses, as each driver is different (just as each teacher is different), and may expect something more of the students. The bus is an extension of the class room. Courteous and correct classroom behavior is expected from **all** students.

For your children's safety they must obey the rules and listen to the bus driver (also the substitute bus drivers). The bus driver is in complete charge and is authorized to assign seats. Remember the driver has the same authority over the students on the bus and at the bus stops as teachers do in the classroom and hallways. Following the Bus Rules **is the student's responsibility** on the bus. Cameras have been installed on each of the regular route busses.

If your child is to get off the bus at a stop other than their own, send a signed (by parent or guardian) and dated written request with them or phone the bus garage. If calling the bus garage please do so prior to 5:30 am for morning changes or 2:30 p.m for afternoon changes. After that time, the message may not be able to be delivered and the student will be denied their request. **Do not give permission last minute via child's cell phone after they get on the bus. The students are not to be on their cell phones without driver permission, and the driver needs their focus on loading their students.** If a student, who does not normally ride a bus, is riding home with your child make sure they understand they will be required to have a note from their parent. If your child will not be riding the bus to school, please notify your driver in advance or call the bus garage prior to your bus stop time. Call 269 -483-7676 ext. 52343 or follow prompts.

If you are the parent of a Kindergarten student or younger it is required that you make sure the driver can see you when they arrive to let your student off the bus. For the child's safety, the driver will not let a small child off the bus without knowing if someone is home. It is not required, but strongly advised, if you have a student that is 1st or 2nd grade, you should also let the driver know someone is home.

Whereas, the drivers do an excellent job reaching each stop at the same time every day, there may be times when this is not possible. Please remember the buses are at the mercy of weather conditions, traffic, trains, etc. so we ask you to have students ready at least 5 minutes before their stop time, but also be prepared to wait at least 5 minutes after their bus stop time.

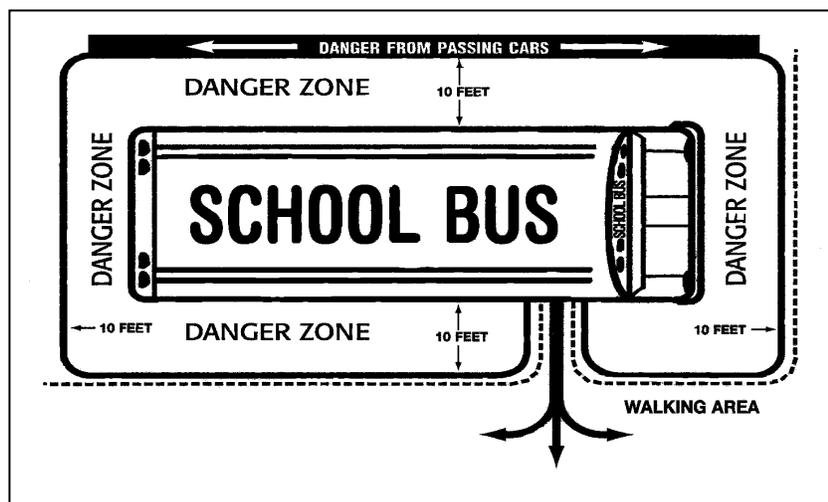
If you have any questions, feel free to call the bus garage at 483-7439. For Bus changes CALL 269 483 7676 EXT 52343 or follow prompts. Thank you.

SCHOOL BUS SAFETY RULES

1. **Riding the bus is a privilege.** Unacceptable conduct such as, loud talking, fighting, disobeying the bus driver, using inappropriate language, obscene gestures, harassment, bullying others, verbal or physical abuse, may make it necessary to take your riding privileges away.
2. **Be ready and at your stop** when the bus arrives and enter quickly.
3. The driver must not be distracted from the job of driving the bus. Students **must** obey the driver, (this includes substitute drivers)!
4. Students shall be respectful, courteous, helpful and friendly **to the driver and fellow students.**
5. Students shall sit in their seat and remain seated. No changing seats without driver's permission.
6. Windows or doors will only be opened or closed with permission from the driver. Keep hands and head inside the windows.

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7. Keep aisle clear at all times.
8. Students are not to enter or exit from the bus by means of the emergency door (emergency only).
9. When crossing the road, students are to take from 8 to 10 steps ahead of the bus so that the driver can see them and they can see the driver. They are to wait for the driver's signal **and check traffic** before crossing the road. NEVER cross behind the bus.
10. **NO talking at railroad tracks, or at turn arounds!**
11. **NO eating, drinking, or chew gum on the bus.**
12. Students shall not be permitted to check mail boxes **at any time** when getting on or off their bus.
13. The school bus is an extension of the school campus and therefore all student code of conduct rules as listed in student handbooks will also apply to the school bus, including dress code with the exception of hats and coats are expected when weather requires them.
14. Keep away from all sides of the bus (danger zone) where it is difficult for the driver to see you.
15. As in school, **cell phone use is not permitted** on the buses. Also cameras are not to be used on bus. Music may be played by individual with ear phones, but no sharing of music due to parental consent. Music should be turned off at Rail Road Crossings and ear phones removed when crossing road for student safety.
16. ***Do to an ever increasing number of students that suffer from asthma or other breathing issues, there is to be nothing used or sprayed on the bus that has a strong scent, examples but not limited to: antiperspirant/deodorant, hair spray, cologne, perfume, nail polish, polish remover, hand lotions, etc. Also it is asked that students don't overdo when using colognes, perfumes or scented hair spray, etc. just prior to getting on the bus. Thank you***



ALL AREAS around a school bus can be dangerous, but the most dangerous are around the front, along the right side and behind the bus.

When crossing the road at your stop, go along the right side of the road until you are in front of the bus about 10 feet. You should be able to see the driver signal you across the road. **Before you cross the center of the road, be sure you look both ways.**