

# TRANSPORTATION

## Rules and Safety

This information has been developed to assist parents and students with the responsibilities and regulations that apply to student conduct and the safe transportation of your student. The transportation of your student to and from school is a privilege provided by Board policy and not a legal mandate. The Etiwanda School District regards the responsibility of safe transportation as the most important part of school bus operations.

All school rules apply while riding on the bus as well as additional bus safety rules.

Please review the **Student Transportation Rules of Conduct** with your student, emphasizing the importance of following bus rules and following the bus driver's instructions.

### **SCHOOL BUS AND BUS STOP SAFETY INFORMATION**

Section 39831.5 of the California Education Code reads as follows:

Upon registration, the parents or guardians of all pupils not previously transported in a school bus or school pupil activity bus and who are prekindergarten, kindergarten and grades 1 to 6, inclusive, shall be provided with written information on school bus safety. The following information shall include, but not limited to, all of the following:

- a) A list of school bus stops near each pupil's home.
- b) General rules of conduct at school bus loading zones.
- c) Red light crossing instructions.
- d) School bus danger zones.
- e) Walking to and from bus stops.

#### **General Rules of Conduct at School Bus Loading Zones**

1. Arrive a few minutes early. Bus driver will not wait for students.
2. Line up when you see the bus coming, and stay completely out of the roadway while at the bus stop.
3. Stand back from the bus at least 12 feet.
4. Wait in an orderly manner, do not push or shove, and take your turn entering or leaving a bus.
5. Respect other people's property and belongings.
6. Respect the property at the bus stop. Do not stand on people's yards. Do not leave litter or damage property (flowers, shrubs).
7. Do not throw things into the street, at passing cars, at other students waiting for the bus or at other people's home.

#### **Red Light Cross Instruction**

1. Always cross at least 12 feet in front of the bus and only when you see the red light and stop sign are working.
2. Always follow the bus driver's instructions.
3. Never cross behind the bus.

#### **Bus Danger Zones**

The "danger zone" is the space around the school bus out to a distance of twelve feet where the driver cannot see children. Please remind children of these rules:

1. Do not cross between two or more parked buses
2. Never try to retrieve something dropped around or under the bus without telling the driver or teacher first
3. Do not stand behind buses

#### **Walking To and From School Bus Stops**

1. Never run to or from bus stop.
2. Leave home plenty of time to get to the bus stop.
3. Stay out of the street.
4. Use sidewalks and crosswalks.
5. Do not play in other people's yards or destroy their property along the way. (initial: \_\_\_\_\_)

## **STUDENT TRANSPORTATION RULES OF CONDUCT**

1. Wait in an orderly manner while at the bus stop and respect the personal and private property of others.
2. Walk safely when approaching and leaving a bus stop.
3. Be at the bus stop 5 minutes before the scheduled pickup time. Busses will not wait for students.
4. Stay completely out of the roadway while at the bus stop.
5. Respect the property at your bus stop. Do not leave litter or damage property.
6. Take your turn when entering or leaving a bus.
7. Follow the bus driver's direction(s):
  - Be seated in your assigned seat promptly.
  - Remain seated and face the front of the bus
  - Keep hands/feet/objects inside the bus at all times
  - **BUS PASS REQUIRED for home to school transportation.**
  - No profanity or vulgarity
  - No fighting
  - No throwing of objects
  - Keep bus clean at all times
  - Cell phones and electronic devices may not be used while on the bus.
  - No skateboards
  - No loud talking
  - Be respectful
  - **No eating or drinking!**

### **CONSEQUENCES AND PROCEDURES FOR VIOLATION OF BUS RULES:** . (initial: \_\_\_\_\_)

<b>NOTE:</b>	<b>Severe infractions can result in immediate suspension of bus transportation by the Principal / designee as well as additional school consequences under Education Code 48900.</b> <b>*Under no circumstances will a refund be issued for students who lose their bus riding privilege as a result of misconduct.</b>	
<input type="checkbox"/> 1 <sup>st</sup> Occurrence: Warning	"Notice Of Unsatisfactory Conduct On School Bus" completed and distributed by the bus driver due to continued refusal to adhere to driver's verbal warnings; a copy of the notice given to student, a copy of notice given to the principal/designee and a copy mailed home. If student is receiving transportation per an Individualized Education Plan, "Notice of Unsatisfactory Conduct on School Bus" will be provided to case carrier. An IEP meeting will be scheduled to discuss if additional accommodations are required.	
<input type="checkbox"/> 2 <sup>nd</sup> Occurrence: *Suspended 3 Days	"Notice Of Unsatisfactory Conduct On School Bus" completed and distributed by the bus driver; a copy of the notice given to student, a copy of notice given to the principal/designee and a copy mailed home. The parent will be contacted by phone. <b>Student bus riding privilege is suspended for three (3) school days. To reinstate the bus-riding privilege, a conference is mandatory.</b> The parent is responsible for contacting the school principal/designee to set up this required conference. If student is receiving transportation per an Individualized Education Plan, "Notice of Unsatisfactory Conduct on School Bus" will be provided to case carrier. An IEP meeting will be scheduled to discuss and develop a behavior support plan or positive behavioral intervention plan. In addition a manifestation determination will be completed.	
<input type="checkbox"/> 3 <sup>rd</sup> Occurrence: *Suspended 15 Days	"Notice Of Unsatisfactory Conduct On School Bus" completed and distributed by the bus driver; a copy of the notice given to student, a copy of notice given to the principal/designee and a copy mailed home. The parent will be contacted by phone. <b>Student bus riding privilege is suspended for fifteen (15) school days. To reinstate the bus-riding privilege, a conference is mandatory.</b> The parent is responsible for contacting the school principal/designee to set up this required conference. If student is receiving transportation per an Individualized Education Plan, "Notice of Unsatisfactory Conduct on School Bus" will be provided to case carrier. An IEP meeting will be scheduled to revise a behavior support plan or positive behavioral intervention plan.	
<input type="checkbox"/> 4 <sup>th</sup> Occurrence: *Suspended Remainder of Year	"Notice Of Unsatisfactory Conduct On School Bus" completed and distributed by the bus driver; a copy of the notice given to student, a copy of notice given to the principal/designee and a copy mailed home. The parent will be contacted by phone. <b>Student bus riding privilege is suspended for the remainder of the school year.</b> The parent must contact the school principal/designee to set up a conference. If student is receiving transportation per an Individualized Education Plan, "Notice of Unsatisfactory Conduct on School Bus" will be provided to case carrier. An IEP meeting will be scheduled to revise a behavior support plan or positive behavioral intervention plan.	

**CONSEQUENCES FOR RIDING WITHOUT A BUS PASS:**

- A bus pass must be presented daily and/or when requested by the bus driver or other administrator. Copies of payment receipts are not accepted in lieu of a bus pass.
- Replacement passes may be purchased at the Etiwanda School District Office: 6061 East Avenue, Etiwanda. Cost of a replacement pass is: \$5.00 / Monthly Pass \$10.00 / Annual Pass

<input type="checkbox"/> 1st Occurrence: Bus Referral	a copy of the bus referral is given to student, a copy of notice given to the principal/designee a copy mailed home.
<input type="checkbox"/> 2nd Occurrence: Referral/Contact Parent	Parent will be called by the school site to let them know their student needs to have a bus pass to ride the bus.
<input type="checkbox"/> 3rd Occurrence: Referral/Contact Parent	Parent called by school site to pick up student @ school in afternoon if student does not have their bus pass in the morning. Transportation will give school site a referral prior to the afternoon so the site can call parent. Certified letter sent home
<input type="checkbox"/> 4th Occurrence: Loss of Bus privileges for remainder of month	Loss of bus privileges for the remainder of the month. Fees are not refunded

**Payment Information**

Pay On-line at <a href="http://www.ezschooldpay.com">www.ezschooldpay.com</a>	Payments must be received by the last business day of the month in order to ride the following month.
In Person or by mail:  Etiwanda School District 6061 East Avenue Etiwanda, CA 91739  Bus Pass Desk – Hours of Operation: Monday-Friday: 8:30-12:30 p.m. / 1:30 p.m.-3:30 p.m. Closed Daily: 12:30-1:30 p.m. (Lunch)	
For bus pass information, E-Mail: <a href="mailto:BusPass@etiwanda.org">BusPass@etiwanda.org</a> or Telephone (909) 899-2451 Bus route/stop information is available at: <a href="http://etiwanda.org/transportation">etiwanda.org/transportation</a>  For questions/concerns other than pass information, contact: <a href="mailto:transportation@etiwanda.org">transportation@etiwanda.org</a> or call the Transportation Office at (909) 899-1809.	

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