

TRANSPORTATION PROCEDURES

School bus transportation is a privilege and not a right and the bus driver is the sole authority on the bus while students are being transported.



Pupil Management Regulations (ORC 3301-83-08)

1. Pupils shall arrive at the bus stop 10 minutes before the bus is scheduled to arrive.
2. Pupils must wait in a location clear of traffic 10 feet away from the bus stop.
3. Behavior at the school bus stop must not threaten life, limb, or damage property.
 - a. Students are expected to conduct themselves in a proper manner at bus stops. The district will not enter into disputes involving parents and/or students concerning matters that take place prior to the student boarding the school bus or after the student has disembarked from the bus on his/her way home.
4. Students shall cross a road only when instructed to do so by the driver.
5. Pupils must go directly to an available or assigned seat.
6. Pupils must remain seated keeping aisles and exits clear, feet on the floor, and facing the front until the bus has completely stopped where you are to get off the bus.
7. Pupils must observe classroom conduct and obey the driver promptly and respectfully.
8. Pupils must not use profane, loud, vulgar, or unacceptable language. Whistling or excessively loud noises are prohibited. Students will be completely quiet as the bus approaches and crosses a railroad crossing.
9. Pupils must refrain from eating and drinking on the bus except as required for medical reasons.
10. Pupils must not have or use tobacco/tobacco products on the bus.
11. Pupils must not have alcohol or drugs in their possession on the bus except for approved prescription medication for a student.
12. Pupils must not throw or pass objects on, from, or into the bus.
13. Pupils may carry on the bus only objects that can be held in their laps.
 - a. Transported toys, athletic equipment, musical instruments, etc. are not to be played with or used on the bus. Absolutely no live animals are allowed on the bus.
14. Pupils must board and/or depart the bus at the locations to which they have been assigned.
15. Changes in bus stops will not be allowed via a note from a parent or student. Changes may be granted for emergency situations if ample notice is given to the Transportation Supervisor and there is space available.
16. Transportation must be consistent, five days a week - a.m. and/or p.m. (no 3 days here and 2 days there). Transportation is available to and from the home of residence and to state-licensed daycares as long as the locations are outside of the walk boundary. All bus stop locations are decided upon by the Transportation Department. It is the responsibility of the parent to contact their daycare provider when their transportation needs change.
17. Pupils must not put their heads or arms out of the bus windows.
18. Heavy objects, flammable fluids, glass jars, or aerosol cans are not permitted inside the school bus.



Consequences

Misconduct on the bus for minor offenses will result in:

1. Initial incident - verbal warning by the driver
2. Further violations - a call to the parent from the driver and a written Bus Conduct Report will be sent to the building principal for further disciplinary action

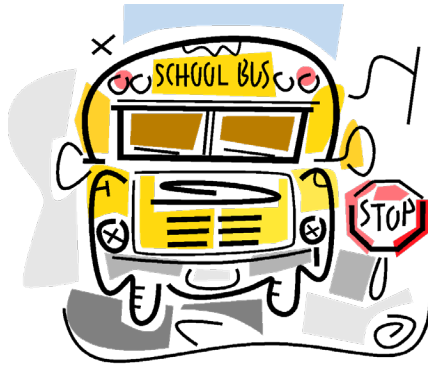
Serious behavior problems for major offenses will result in:

1. Bus driver will call the parent and a written Bus Conduct Report will be sent to the building principal for further disciplinary action
2. Administrator will follow up with appropriate disciplinary action. Consequences may range from detention to suspension or denial of bus privileges.

NOTE: When bus transportation is denied, it is the responsibility of the parent or guardian to provide transportation for the student to and from school. Students failing to attend will be declared truant.

A serious behavior problem or major offense may include but is not limited to:

1. Behavior that is dangerous to the student or to another person (fighting, assault, possession of dangerous weapons, firecrackers, physical or verbal abuse, etc.)
2. Illegal behavior (civil or school) - sale, use of, possession of drugs, alcohol, or tobacco, vandalism, theft, etc.
3. Disrespect to school personnel - abusive or profane language or gesture to drivers or other staff, refusal to obey reasonable requests of staff members
4. Other behavior which materially or substantially interrupts or interferes with the safe and orderly operation of the school transportation process.



Changes in Transportation

If your child normally rides the bus but you or your designee plan to pick the child up, please notify your child's school. Please call the school office or send a note so that the child will not be placed on the bus after school. Unless we are notified of changes, all children will be sent home by regular means. A child who normally rides the bus but is being picked up will wait inside the building for you to sign him/her out.

The walk boundary for K-6 is one (1) mile. If you reside within the walk boundary, you are not eligible for transportation.

All bus students will be picked up at their designated bus stop and dropped off at their designated stop. This stop must remain the same throughout the entire school year. Any and all changes involving transportation must be approved by the Transportation Supervisor. Do not send a note to the school and expect your child to be permitted to alter their transportation arrangements. No changes will occur at school until we are notified by the Transportation Department of said changes. The Transportation Department number is (330)332-2321.

Students may not ride a bus that is not their assigned bus. Students are expected to ride to and/or from school on their assigned bus.

Bus aides will supervise students waiting for buses at the end of the day. Be certain to notify the office if you do not plan for your child to ride on a particular day.

Students who decide to walk home instead of boarding the bus or who decide to get off at a stop that is not assigned to them without prior approval could lose their bus-riding privileges. It is very important for parents to explain to their children to return home after departing the bus before they stop to play and/or visit friends.

It is very important that both the school and the Transportation Department be notified of all changes in addresses and phone numbers as soon as possible. Please allow 5-7 working days for new transportation arrangements.