

## **Bus Rules For All Students Riding School Buses**

**2020-2021**

### **At the beginning of the year, the Director of Transportation will designate the pick-up locations for students.**

All routes will start approximately one hour before school begins. Bus stops may be adjusted during the school year. Beech Grove policy states that "vehicle routes shall be established so that an authorized vehicle stop is available within a reasonable walking distance of the home of every resident student entitled to transportation services."

### **After 3 No-Show days at a stop, the bus may no longer stop at that location or travel to that road.**

\_\_\_In the interest of fuel consumption and conservation. Transportation should always look for ways to optimize bus routes. Parents should communicate with the transportation department if their child will not be riding for a few days. If a child has not been on the bus for several days, and desires to resume riding, parents must call the transportation department to reactivate that stop.

### **All students must be at their designated stop five (5) minutes prior to the scheduled arrival time.**

It is important for students to be at their stops before the bus arrives, so that they will not cause the other students to be late for school. Also, when a school bus is stopped for any length of time, the wait causes an unsafe traffic buildup in front of and behind the bus. Students should be waiting in an orderly manner at least ten (10) feet away from the road prior to the arrival of the bus.

### **All students must ride their assigned bus to and from school.**

Riding another bus is only permitted in emergency situations. Most buses are loaded to capacity with students assigned a specific seat. Additional students could cause an overloaded condition on the bus. The purpose is only to provide

transportation service from the home to school and return. In an emergency situation, the parent must write or call the school explaining the emergency. If the school approves, the principal will sign a note to the student who in turn will present it to the school bus driver, allowing the student to ride a different bus. If the situation requires a student to ride on a bus that is not their assigned bus with another student, there shall be notes from the parents of both children.

**\*\* Due to COVID-19 and contact tracing we will not be allowing students to ride any other bus than their assigned bus.**

**Students may only board and disembark the school bus at their designated stop.**

**Walking to another bus stop within the route is dangerous and not allowed.** Once students are on board, they may not disembark at any location other than their designated stop or at the school. There are safety and legal reasons for this policy. In certain situations where arrangements have been made in writing, by the parents and the school principal, a student may disembark at a different stop if the stop is within the same bus route.

**Once a school bus is in motion, students will not be allowed to board the bus.**

This is a safety measure designed to discourage students from running after and/or between buses in a loading (congested) area. Also, when one bus stops in a line of moving buses, the chances for a chain reaction accident increase considerably. Students who miss their bus at school should immediately report to the principal's office.

**Assigned Seats.**

Drivers may assign seats on the bus for all students or just to a single student based on safety and/or behavior. This is to ensure the safety of the passengers. Once students have been placed in an assigned seat, they are expected to sit in the assigned seat.

**After boarding the bus students shall be seated immediately and remain properly seated for the duration of the bus ride.**

Properly seated means that during the course of the bus ride students shall sit with their posterior on the seat bench and shall not change seats, stand up in/on their seat, or sit facing towards the rear of the bus. Students should not have any body part in the aisle of the bus.

**Students are expected to behave accordingly on the bus and know the rules for riding the bus.**

The drivers have the same authority in the bus as teachers have in the classroom. Loud and boisterous noise and improper conduct can cause a distraction to the driver which can lead to serious safety hazards on the bus. The students' conduct on the bus should be no different than what is expected in the classroom. If it is not allowed in the classroom, it is not allowed in the bus. Destructive behavior to the bus will not be tolerated, and students will be held responsible.

**Food and Drink.**

Eating and/or drinking on the bus is not allowed. All food and/or drink must be disposed of before boarding the bus.

**Hornet Park students**

Hornet Park students will not be released from the bus without the presence of a parent, guardian, or appropriate adult caretaker at the bus stop with the bus tag visible.

**The aisle of a school bus must be kept free of objects that could obstruct an emergency evacuation of the bus.**

Any large object that cannot be held on a student's lap or placed safely on the floor in the space under the seat immediately in front of the student is not permitted on the school bus. Examples of such large objects include but are not necessarily limited to certain musical instruments, science fair and other types of projects, athletic and P.E. equipment, bags, flagpoles, flowers, balloons and other such items that could pose a safety problem.

**To ensure safety from objects rolling IN or UNDER a bus, objects must be secured in a bag or sack.**

Students will not be permitted to bring games, toys, balls, etc., on a bus unless they are secured in a school bag, bag, or sack. At no time should students ever attempt to reach under a bus to retrieve an object.

**Students are prohibited from bringing any potentially hazardous items, chemicals, animals, or breakable items on board the bus.**

No animals or insects will be transported. Any object that could become a missile in an accident will not be transported. No flammable or hazardous chemicals will be transported. No glass or sharp objects are permitted. No Weapons of any kind is allowed on the bus.

**Medicine.**

Medicine may be brought on the bus only if it is in its original container and is accompanied by a note from the parent. Upon dismissal from the bus the medicine must be taken to the clinic of that school. The medicine can only be brought on the bus to school, not from school, and must not be opened at any time on the bus. This does not pertain to students with an IEP, as the IEP will instruct accordingly.

**Think safety, teach safety, and act safely.**

If possible, students should carry a school bag or sack, which will allow them to organize their belongings. There are many accidents every year involving children who are pursuing dropped books or papers under school buses or children who run into traffic. High School students driving to school must be vigilant in bus loading zones and in school parking lots.

**Daycares.**

Beech Grove buses will only transport to and from daycares for those schools whose boundary the daycare is located.

**Beech Grove City Schools use video recording devices with audio recording capability.**

Beech Grove Community School Corporation has installed safety and security cameras on all school route buses. Electronic video and audio recordings will be viewed to investigate incidents reported by a bus driver, administrator, supervisor, student or other person. They may also be viewed at random. Viewing and/or listening to electronic and/or audio recordings is limited to individuals having legitimate educational or administrative purpose. In most instances, individuals with legitimate or administrative purpose will be the Superintendent, administrator, including the Building Principal, transportation director, bus driver, and coach or other supervisor. Due to confidentiality of other students, parents are not permitted to see video recordings. It is our hope that the installation of these cameras will help to improve our students' safety and security while riding student transportation.

**It is very important to remember that the Bus Driver is in charge.**

Like the teacher in the classroom, the Bus Driver is the adult in charge and has rules that need to be followed for the student's safety. The driver has the same authority as a teacher in a classroom and must be respected as such. Please remember that the main job of the driver is to drive the bus safely. Even with rules and seating assignments set in place, things can happen on the bus that the driver will not see. Should an issue arise that you are concerned about, please talk with your driver right away. He or She will be more than happy to assist.

