



School Bus Stop and Route Guidelines, Procedures and Rules

Northome School

The transportation department has provided the following information to familiarize you with our district guidelines and procedures related to the bus routes and bus stops. Our primary goal is the safe transportation of students to and from school. It is also important that parents assume a scope of responsibility at the bus stop, including getting children to and from the stop.

In establishing bus schedules, the objective is to arrange for buses to arrive at school no later than ten (10) minutes before the scheduled beginning of classes and have the students on the bus the least amount of time. All pertinent rules and regulations of the State of Minnesota and its agencies are followed in planning routes, determining stops, etc.

TRANSPORTATION PROCEDURES:

Minnesota state law has a significant impact on our operating procedures. These regulations include distance requirements that are intended to assure that buses operate in a safe manner and be easily seen by the motorist. The two fundamental criteria used in determining bus routes and stops are safety and efficiency of scheduling.

SAFETY OF ROUTES AND STOPS:

State laws related to bus transportation must be met. Students are not scheduled to cross main roads to reach their bus stop. For safe pick-up and drop-off, students need to have consistent, established schedules for both AM and PM locations. Pick-up and drop-off locations may be different, but they need to be consistent and regular. For example, students with split families (2 households) can have one AM location and one PM location for each household. Students will be picked-up and dropped-off only at their designated stop unless they have a note from a parent or guardian. A daycare stop can be included in a student's regular schedule. Bus stops will be permanent whenever practical, allowing the public to become familiar with stop locations.

EFFICIENCY OF ROUTES:

Private driveways must be at least 20 feet wide and be kept clear of snow, ice, vehicles and other obstructions that would prevent safe travel of school buses.

TRANSPORTING INSTRUMENTS AND OTHER OBJECTS:

The school bus is not to be used for transporting freight, goods or merchandise other than which is carried on the laps of passengers. Music instruments have to be carried on the lap of the passenger. Perfumed items such as hair and body sprays (including pump or aerosol), fingernail polish, etc. may be carried but not used inside the bus.

THE FOLLOWING ITEMS ARE NOT PERMITTED ON THE SCHOOL BUS:

Animals, insects, hazardous materials, knives, guns, flammable solutions, skateboards, skis, ski poles, fishing gear, hockey sticks, baseball bats, golf clubs, sleds and oversized school projects.

PARENT/GUARDIAN RESPONSIBILITIES:

- 1) Have student(s) properly dressed and ready to board the bus when it arrives. The bus cannot sit and wait for families to get ready, they must stay on schedule. No child will be transported in any district vehicle without a jacket, pants and closed toed shoes or boots during the winter months.
- 2) Recognize that it is a privilege, not a right, for your child(ren) to ride the bus.
- 3) Review the bus stop rules and bus expectations with your child(ren).
- 4) Recognize that your child will be picked-up and dropped-off only at their designated stop unless they have a note from a parent or guardian.
- 5) Recognize that all non-district enrolled children and non-district employed adults are required to have prior permission to board or ride the bus. Adults may not board any district vehicle or school bus without expressed prior permission from district administration.

TRANSPORTATION OF STUDENTS:

It shall be the policy of Ind. School District 363 to make available transportation services to all students given the following guidelines; the Transportation Director shall establish bus stops and administer bus stops in the following manner:

- 1) All students in pre school through 12th grade will be picked up and delivered at their driveways or designated bus stops.
- 2) The Transportation Director is hereby authorized to designate bus stops as group pickup and delivery points whenever reasonable and practical. Students in grades pre school through 12th grade may be expected to walk a distance not to exceed three-tenths (3/10's) of a mile.
- 3) Bus stops may be designated on private property when serving an apartment complex or mobile home park.
- 4) Private driveways of less than three tenth's (3/10's) of a mile will not be entered. Private driveways greater than three tenth's (3/10's) pf a mile shall only be entered after approval of the Transportation Director. Consideration for approval will be based upon distance, maintenance level of the driveway and adequacy of the bus turnaround area.

RESPONSIBILITIES OF STUDENTS:

- 1) When waiting for the bus: Be patient, stand back from road and no running or rowdy behavior.
- 2) When on the bus: stay seated, listen to the driver and use quiet voices.
- 3) Clean up any wrappers, papers or other trash before exiting the bus.
- 4) Stay seated at all times, no moving while the bus is in motion. If you have been assigned a seat, you must always sit and remain in your assigned seat.
- 5) Yelling, pushing, fighting, bullying, bringing prohibited items, littering, throwing things inside or out the windows of the bus and/or other objectionable behaviors are prohibited and will not be tolerated on school buses or in any district vehicle.

I have read and understand all of the school bus rules, regulations and procedures. I understand that having my student(s) ride the bus is a privilege, not a right. I understand that if these rules and procedures are not followed, my student(s) can lose riding privileges temporarily or permanently at the discretion of school administration and the Transportation Director.

Name of Student

Grade

Name of Parent/Guardian (printed)

Date

Signature of Parent or Guardian