

MORELAND SCHOOL DISTRICT
TRANSPORTATION SAFETY PLAN/BUS RULES
Updated 7/15/2011

Pursuant to Legislation AB 1297, which adds Section 39831.3 to the California Education Code, and amends Section 22112 of the Vehicle Code, **Moreland School District Transportation implemented the following on January 1, 1998.**

Each student who qualifies by address for home to school transportation will be given a packet explaining the District's Safety Plan. This packet will include an application, a list of bus stops, a copy of safe riding rules, school bus danger zones, red light crossing instructions, and an application for free/reduced transportation (Education Code 38048).

Any student who wishes transportation shall submit to the Transportation Department the completed application. Students will not receive transportation until the Transportation Department has approved the application.

The driver of a school bus shall activate an approved amber warning light system if the school bus is so equipped beginning 200 feet before the stop. The school bus driver shall de-activate the amber and activate the flashing red light system and stop arm for the purpose of loading or unloading pupils unless it is an exempt stop. This policy will apply regardless of whether the pupils must cross the highway or private road.

The driver shall escort pupils in grades' pre-kindergarten, kindergarten, or any grades 1 to 12 inclusive that must cross a highway, roadway or private road. If the bus travels in both directions on the same road, the child shall remain on the bus so that he can depart on the correct side of the road.

Route sheets will clearly state when an escort is required at a school bus stop.

The driver shall stop to load or unload pupils only at a school bus stop designated for pupils by the School District. A student may **not** depart the bus at any stop other than his/her own unless he/she has a note or pass that has been authorized by the Transportation Department

A current list of all students riding a school bus for home to school transportation will be kept on file at the Transportation Office. Each bus driver will have a copy of the list for his or her route.

Video surveillance may occur on any school bus and those video recordings may be used in student disciplinary proceedings. (Board Policy 5131.1).

All pupils in pre-kindergarten, kindergarten, and grades 1 to 5 inclusive will receive instruction on procedures to follow as they board and exit the school bus, safe riding procedures, and safe cross over procedures, and emergency evacuation procedures at least once per year pursuant to Education Code 38043, Code of Regulations, Title 5, Section 14102. (Board Policy 5142, AR 3543).

Since red lights will be used at all stops, car drivers may become complacent about a driver entering the roadway. School bus drivers will be in-serviced and continually reminded to use extreme caution when escorting students.

Parents of Kindergarten and/or Special Needs students must be present at the bus stop to pick up their child(ren). If a parent or other authorized person is not present, the child(ren) will be returned to the attending school.

Procedures for Boarding and Exiting a School Bus.

1. Students shall be at their bus stop 5 minutes prior to scheduled bus arrival time. If the bus is approaching, a student shall never cross the street, but rather wait for the driver to escort him/her across the street.
2. Students should wait until the bus has come to a complete stop, and the door has opened. They shall never rush or run to the bus. If there is a group, they must wait in an orderly line and never crowd or push.
3. Upon boarding the bus, students shall go quickly to their seat. Students will sit facing the front with their back against the seatbacks. Students must remain seated until their designation has been reached and the bus has come to a complete stop. The driver will indicate when it is safe to stand and depart.
4. Students will exit the bus front to back in an orderly manner.
5. Students shall wait for direction from the driver, and shall not cross the street until directed to do so. He/she shall then cross between the driver and the bus.
6. Students shall never run back across the street unescorted.
7. Students shall never cross behind the bus.
8. When discharged from the bus, students are to go directly to their destination.
9. A student may not depart the bus at any stop other than his/her own unless he/she has a note from parent.
10. Do not stay in the bus danger zone, 10-15 feet around the school bus.
11. If students are issued a bus pass, the pass must be in their possession before boarding the appropriate bus.

School Bus Rules

1. The driver is in full charge of the bus and students. Students will comply promptly with any request of the driver.
2. All profanity, abusive conversation, and obscene gestures are prohibited.
3. Keep hands, arms, shoulders, and head inside the bus at all times.
4. Remain seated as instructed by the driver.
5. Do not litter or deface the bus.
6. Students shall not throw objects in, out of, or at the bus.
7. Eating, drinking, or smoking are not allowed on the bus.
8. Students will enter and exit the bus in an orderly manner as quickly as possible.
9. Students will not walk in front of or behind the bus.

Please review the Bus Rules and Regulations with your child. There will be **no refunds** of pass fees if your child is suspended from the bus.

Date

Parent/Guardian

7/15/2011

Procedimientos para el abordaje y salida de un autobús escolar

1. Los estudiantes deben estar en su parada de autobús **5 minutos** antes de la hora programada de llegada del autobús. Se el autobús se acerca, un estudiante no deberá cruzar la calle, sino mas bien esperar a que el conductor del autobús que le escolta a través de la calle.
2. Los estudiantes deben esperar hasta que el autobús se detenga por completo, y la puerta se ha abierto. Nunca se apresure ni correr hacia el autobús. Si hay un grupo, tienen que esperar en una fila ordenada y no público o empujar.
3. Al subir al autobús, los estudiantes deberán ir rápidamente a su asiento. Los estudiantes se sentarán frente a frente con la espalda contra sus respaldos. Los estudiantes deben permanecer sentados hasta que su destino se ha alcanzado y que el autobús se detenga por completo. El conductor le indicará cuando sea segura para pararse y salir.
4. Los estudiantes saldrán del bus frontal a la parte posterior de una manera ordenada.
5. Los estudiantes deberán esperar la dirección del conductor, y no podrán cruzar la calle hasta que lo indique. Él / ella entonces cruzará entre el conductor y el autobús.
6. Los estudiantes nunca cruzaran al otro lado de la calle sin escolta.
7. Los estudiantes no deberán cruzar por detrás del autobús.
8. Cuando se descarga del bus de los estudiantes deben ir directamente a su destino.
9. Un estudiante no puede salir del autobús en cualquier parada que no sea su propia a menos que él / ella tenga una nota del padre.
10. No se quede en la zona de peligro de autobús, 10 a 15 pies alrededor del autobús escolar.
11. Si al estudiante se les entrega un pase de autobús, el pase debe estar en su posesión antes de abordar el bus correspondiente.

Reglas del autobús escolar

1. El conductor está a cargo total del autobús y los estudiantes. Los estudiantes seguirán sin demora todas las solicitudes del conductor.
2. Toda profanidad, la conversación abusiva y gestos obscenos están prohibidos.
3. Mantenga las manos, los brazos, los hombros y la cabeza dentro del autobús en todo momento.
4. Permanecer sentados con las instrucciones del conductor.
5. No tire basura o dañe el autobús.
6. Los estudiantes no deben arrojar objetos dentro, fuera de, o en el autobús.
7. Comer, beber o fumar no se permiten en el autobús.
8. Los estudiantes entraran y saldrán del autobús de manera ordenada lo más rápido posible.
9. Los estudiantes no podrán caminar por delante o por detrás del autobús.

Por favor revise las reglas y reglamentos del autobús con su hijo. No habrá devoluciones de las cuotas del pase si su hijo es suspendido del autobús.

Fecha

Padre/Guardián

PENALTIES AND SUSPENSIONS

1st CITATION ---- WARNING NOTE TO PARENTS

2nd CITATION ---- SUSPENSION FROM ALL BUSES FOR ONE (1) WEEK

3rd CITATION ---- **SUSPENSION FROM ALL BUSES FOR REMAINDER OF SCHOOL YEAR**

Safe Bus Operations

School bus operations shall be limited when atmospheric conditions reduce visibility on the roadway to 200 feet or less during regular home-to-school transportation service. Bus drivers for school activity trips shall have the authority to discontinue bus operation whenever they determine that it is unsafe to continue operation because of reduced visibility, (Vehicle Code 34501.6)

School buses and school student activity buses also shall not be operated whenever the number of passengers exceeds bus seating capacity, except when necessary in emergency situations which require that students be moved immediately to ensure their safety.

The Superintendent or designee may place a notice at bus entrances that warn against unauthorized entry. The driver or another school official may order any person to disembark if that person enters a bus without prior authorization and has intent to commit a crime (Code of Regulations, Title 13, Section 1258.5).

Each school bus shall be equipped with at least one fire extinguisher located in the driver's compartment that meets the standards specified in law (Education Code 38056).

The Superintendent or designee shall review all investigations of bus incidents and accidents to develop preventative measures.

This Transportation Safety Plan shall be revised as required and a copy of the plan shall be retained at each school site.