

Lakeview School District Transportation Guidelines

Bus Riders Safety Guide Parents & Students

Our goal is to help provide a safe and enjoyable experience for students who ride the school buses. Parents are responsible for reading and discussing this material with their student. Riding the school bus is a privilege provided for students and should be treated as such. To ignore these rules could result in disciplinary action or suspension of the privilege.

General Rules

1. Obey the instructions of the bus driver at all times.
2. Board and leave the bus at designated stops only.
3. Ride only the bus to which you are assigned.
4. Present student identification when asked.
5. HS/MS students are not permitted to ride a different bus for social purposes.
6. Elementary School student may be required to walk $\frac{1}{2}$ mile to arrive at the bus stop.
7. Middle School students may be required to walk $\frac{3}{4}$ of a mile to arrive at the bus stop.
8. High School students may be required to walk a mile to arrive at the bus stop.

Conduct on the Bus

1. Be respectful and follow directions of the driver at all times.
2. Stay seated facing front with your feet on the floor.
3. Keep all parts of their bodies inside the bus and out of the aisles.
4. No use of abusive or profane language or gestures.
5. Speak only in conversational voices and remain quiet at all railroad crossings and locations designated by the driver.
6. No eating, drinking or chewing gum.
7. No throwing objects inside the bus or out of the windows.
8. Be responsible for damage he/she causes to school buses, personal or public property.
9. Student who is responsible for property damage will be denied bus privileges until such damages are repaired and if cost is involved, such repairs must be paid for in full. A minimum bus suspension may still apply.
10. Keep all pop cans, plastic bottles & food items in a closed lunch bag/backpack.
11. Keep toys or special items for school projects packed safely for bus transport.
12. Headsets/headphones are not permitted during loading, unloading or while crossing any roadway or driveway.
13. Enter and exit the bus only by the front door, except in an emergency or when directed by the driver.

Prohibited Items

1. Tobacco/Alcohol/e-cigarettes/vapes/Illegal substances of all kinds.
2. Firearms, fireworks, ammunition, explosives, combustibles or flammables of all kinds.
3. Knives, scissors, razor blades, blades removed from pencil sharpeners or anything with the ability to cut and harm.
4. Open flames (lighters, matches, etc.)
5. Live animals or insects.
6. Food and/or drinks.
7. Helium filled/floating balloons
8. No wooden or metal bats, tennis rackets, lacrosse sticks, unless they fit in an equipment bag.
9. No skateboards/skis/snowboards or rollerblades/skates.
10. No baseballs, basketballs, soccer balls or footballs etc. Unless they are in an equipment bag. No loose objects that can roll around the bus.
11. Any object too large to be carried by the student and/or held on students lap. Including instruments.
12. Any object that limits the driver's ability to see out any window.
13. Any item that reduces seating capacity for any other students.

Cell Phones/Cameras/Recording Devices

The use of cameras and recording devices are prohibited while on the bus. Cell phones are not to be used unless deemed an emergency by the driver. Parents please do not text your child to get off the bus because you are at the school to pick them up, call the transportation office and we will radio the driver to let them off. Parents please do not text your child to get off at a random unauthorized stop instead contact the transportation office.

Route /Bus Stop Changes

All requests for route or stop changes should be directed to the Transportation Department 269-565-2490.

Drivers may not make changes to bus routes without the Transportation Directors approval.

Procedures For Waiting For The Bus A.M.

1. Parents are responsible for making sure their student arrives at the bus stop ten (10) minutes prior to scheduled pick up time. (The driver will not honk the horn or wait for students as we need to keep a schedule)
2. It is the parents responsibility to monitor their child(ren's) behavior at the bus stop.
3. Show respect for the property and towards other people sharing the bus stop.
No littering, no excessive noise, no trespassing and no harassing wildlife or animals kept on property.
4. Stand back off the roadway or on the sidewalk. Do not stand closer than 10' to the road.
5. Wait for the bus to come to a complete stop before moving towards the bus. Approach the bus only after the driver has come to a complete stop and opened the door.
6. If you miss the bus, go home immediately.
7. Parents are responsible for providing transportation if a student misses the school bus.
8. Never chase the bus on foot or by car. Never run towards a moving bus.

Safe Riding Instructions

1. Observe same conduct as in the classroom.
2. Be courteous to the driver and other students.
3. Use NO profane language
4. No eating or drinking on the bus
5. Keep the bus clean
6. Cooperate with the driver knowing that he/she has the right to assign seats at any time.
7. Stay safely seated at all times.
8. Keep head, hands and feet inside the bus.

Loading/Unloading the Bus

1. Do not push or shove. Enter and exit slowly with caution and care.
2. Use handrail.
3. When you are ready to exit the bus, remain seated until the bus has come to a complete stop.
4. Take care to collect all your belongings. Check the seat, around the seat, even under.
4. Use the handrail and take one step at a time. Never jump out of or off the bus.
5. Remain in eye contact with the driver especially when crossing.
6. Never crawl under the bus to retrieve any item. Alert the driver if you see something under the bus.

Crossing Procedures

1. When crossing the street, walk forward 10 feet and wait for driver direction (by hand/paddle signal).
2. Walk to the middle of the bus, STOP and look for the driver's direction (by hand/paddle signal).
3. Look both directions then proceed by following driver direction (by hand/paddle signal).
The driver will show your child the crossing paddle – this large yellow paddle shows children walking or when child is being asked to remain stopped; it has a red stop sign. If a driver honks the horn it is to alert the child of a danger or concern and that signal could warrant that the child is to return to the safety of the school bus. Follow the driver directions closely.
4. Never cross behind the bus.

Procedures for Parent waiting to receive student(s) at end of day

1. Parents are responsible for arriving to the bus stop ten (10) minutes prior to their students drop off time.
2. Students whose parents are repeatedly late will lose bus privileges.
2. It is the parent responsibility to monitor their child(ren's) behavior at the bus stop.
3. Show respect for the property and towards other people sharing the bus stop.
No littering, no excessive noise, no trespassing and no harassing wildlife or animals kept on property.
4. Leave the area of the bus stop promptly after the bus arrives as to not inconvenience the homeowner.
5. Any concerns regarding bus procedures or student behaviors should be directed to the Transportation Department instead of keeping the driver from continuing on his/her scheduled route.

Discipline Procedures

We take safety very seriously and make every effort to work with each student for success on the school bus.

Discipline steps could include reassignment of seating, verbal & written warnings, bus suspension, telephone calls to family or to school staff for additional support. These steps may be used individually or in any combination to help resolve student behavior issues.

Violations could result in an immediate suspension even including revoking the student's bus riding privileges effective immediately.

The Transportation Director has the authority to skip any and all steps for all bus violations.

Lakeview School District
Transportation Department
269-565-2490

FREQUENTLY ASKED QUESTIONS

Q: *My child is starting kindergarten. Will the bus pick my child up in front of the house?*

A: No. There are no special laws or regulations for transporting regular education students enrolled in kindergarten. If your district provides transportation, it will be provided in accordance with the requirements of MCL 380.1321, Section 55 of the Pupil Transportation Act and local district policy with regard to the placement of the bus stop.

Q: *I just moved can you start picking up and dropping off using the new address today?*

A: Transportation will be assigned based in the address information supplied by parents to the school. Changes should be directed to the appropriate school office. Transportation Department must see those changes in the system before they can make any changes to the student(s) transportation plan. Any changes will take a minimum of 24 hours but additions to routes could take up to three days.

Q: *Is there a law about how far my child has to walk to the bus stop?*

A: No law specifies the maximum distance a student may walk to the bus stop.
Is there a specified distance that must exist between school bus stops?

Q: *What about the safety of my child getting to and from the bus stop? There are no sidewalks where we live and it is not very safe walking on the busy road we live on?*

A: It is the responsibility of the parent or legal guardian to see that a child gets safely to and from the bus stop. The school district provides transportation as a non-mandated service and establishes placement of the bus stops in accordance with the requirements of the law. State law does not require that pupil transportation be provided to regular education students. The Lakeview School District Board of Education believes that transportation is a privilege and not a right and shall be administered according to all laws and regulations of the State of Michigan.

Q: *Can I choose the bus stop location for the neighborhood?*

A: The transportation department will determine the appropriate location for bus stops in accordance with state law.

Q: *I don't want my child to walk out of sight from my house can you put the stop closer?*

A: There are no specific laws or regulations regarding the maximum distance a student may walk to a bus stop.

Q: *My student is on the bus for a long time. How long can K-12 legally ride the bus daily?*

A: There is no maximum riding time for students in kindergarten through grade 12.

Q: *How does my child get to and from the stop?*

A: It is the parent's responsibility to see that their children get to and from the school bus stop.

Q: *My son/daughter is having a problem at the bus stop what should I do?*

A: Parents are responsible for the conduct of their children while waiting for the school bus. Please accompany them and monitor their behavior.

Q: *School just started but the bus is packed, how soon do final adjustments happen?*

A: After the fourth Friday of each school year, drivers cannot load more students than the rated seating capacity of their school bus.