

# **SULPHUR SPRINGS UNION SCHOOL DISTRICT**

## **TRANSPORTATION SERVICES**

### **School Bus Safety Guide for Parents/Guardians and Students**

**Responsibility for the safe transportation of school children is a joint effort and must be shared by parents, students and school personnel, as well as school bus drivers and supervisors.**

#### **Bus Stop Loading and Unloading**

The driver is responsible for the orderly conduct of the pupils while they are on the bus or while being escorted across a street, highway, or road. (CCR, Title 5 Sec. 14203)

Students are required to be at the bus stop five minutes before departure time. The students are to line up in the opposite direction in which the bus travels, 12 feet from where the bus stops, wait until the bus has stopped completely and the door has been opened. Board the bus single file, without pushing.

Students may get off the bus only at assigned bus stop closest to the home address. If a student needs to get off the bus at a different bus stop, written permission must be obtained from the parent/guardian and school administrator. Once signed the student is to turn in the note to the driver.

All students will follow the driver's instructions for the unloading sequence. Students who need to cross the street at the end of the day must follow the directions of the driver and cross in front of the bus, between the bus and the driver.

#### **Student Responsibility**

Safe riding consist of sitting in your seat facing forward, speaking quietly to your closest neighbor, keeping your backpack on your lap, hands and feet to yourself, and out of the aisle. Always be respectful, courteous and follow the directions of the driver. If deemed necessary, the driver will assign seats. Riding the School Bus is a privilege that may be suspended when misconduct and minor infractions occur repeatedly.

The following is not allowed on the bus:

- Eating or drinking
- Use of Cell phone or electronics (must be kept in backpack)
- Standing or switching seats while the bus is in motion

#### **Parents/Guardians Responsibility**

Make sure your child is at the bus stop on time and support good bus riding conduct. We ask that student's backpack is sized to be carried on their backs and on their laps when they are seated on the bus. If you drive your child to the bus stop or pick them up after school, please park on the same side of the street as the bus stop.

#### **TK, Kindergarten and Primary Student Release**

TK and Kindergarten students must be met by an adult who is listed on the transportation release form. TK and Kindergarten students who are not met by an adult will be taken back to school. TK and Kindergarten students must have a release form on file.

Primary grade students (those in grades 1-3) will be released to an adult on the first day on the bus. The adult must provide ID and sign them out on the Release Form. After the first day of riding the bus, students (those in grades 1-3) will be released independently unless direction is provided otherwise.

#### **Emergency Procedures**

Every year in the month of October, all students will participate in a Bus Evacuation Drill. During the drill students will be instructed on how to access the fire extinguisher, first aid kit, and emergency exits. They will also receive instruction on the "Danger Zone" (12 feet around the bus) the most dangerous area is near the wheels and bus rules.

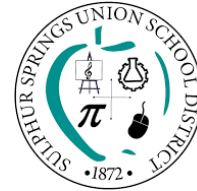
#### **Incident Reports and Unacceptable Bus Behavior Reports**

The safe transportation of students requires responsible behavior by all persons who ride school buses. Students who do not follow the rules or the driver's instructions may be counseled or denied transportation. The bus driver writes these documents when the school and parent need to become involved in an issue on the bus. The principal will contact the parent to discuss the student's behavior and the possible consequence that may involve suspension from the bus.

#### **Bus Bucks- Positive Bus Behavior Incentive**

Your child has the opportunity to earn bus bucks for good bus behavior. When your child earns four bus bucks they can choose a prize in the school office.

**SULPHUR SPRINGS UNION SCHOOL DISTRICT**  
 SCHOOL BUS TRANSPORTATION APPLICATION  
 8/15/19-6/11/20



**ANNUAL FEE (August-June)**  
 One payment due by August 23, 2019

**OR SEMI-ANNUAL FEE (Aug.-Jan. / Feb.-June)**  
 Two payments due Aug. 23, 2019 & January 17, 2020

One Pupil: \$285.00  
 Two Pupils: \$410.00  
 Three or more: \$485.00

One Pupil: \$190.00  
 Two Pupils: \$255.00  
 Three or more: \$300.00

**PLEASE PRINT**

**STUDENT'S LAST NAME                      FIRST                      SCHOOL                      GRADE**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**Address (include Apt. #, City and Zip Code)** \_\_\_\_\_ **Home Telephone (required for K's)** \_\_\_\_\_

**Parent/Guardian Name** \_\_\_\_\_ **Work or Cell Telephone** \_\_\_\_\_

A.M. Bus Stop \_\_\_\_\_ P.M. Bus Stop \_\_\_\_\_

**INSTRUCTIONS FOR COMPLETING APPLICATION:**

1. Read these instructions and all attachments in this packet.
2. Print or type all entries except your signature.
3. Use the name under which the pupil is registered in school. (List a nickname if your child uses one)
4. Make no entries in the Office Use Only section.
5. Sign application acknowledging acceptance and understanding of responsibility and Bus Safety Guide.
6. **Make check or money order payable to: SULPHUR SPRINGS UNION SCHOOL DISTRICT**
7. We do not take postdated checks, or credit card payments.
8. Print child's full name in "memo section" of check.
9. Deliver in person or Mail to:

Sulphur Springs School Union District,  
 Transportation Department  
 27000 Weyerhaeuser Way  
 Canyon Country, CA 91351.

I understand there is a fee to ride the school bus. If the fee is not paid, transportation will be denied. I read and understand the School Bus Safety Guide. Parents are advised that the District does not supervise bus stops and that the District is not responsible for the control and conduct of pupils at the bus stop. Parents should not neglect the responsibility of supervising their children until they are safely on the school bus.

**Signature of Parent/Guardian** \_\_\_\_\_ **Date** \_\_\_\_\_

If you have any questions concerning this application, please call Transportation at 252-3822.

**OFFICE USE ONLY**

Received \$ \_\_\_\_\_ Date \_\_\_\_\_ Check # \_\_\_\_\_ Full Year: \_\_\_\_\_

1<sup>st</sup> Half Amount: \_\_\_\_\_ Date: \_\_\_\_\_ 2<sup>nd</sup> Half Amount: \_\_\_\_\_ Date: \_\_\_\_\_