



DIXIE DISTRICT SCHOOLS

SCHOOL YEAR 20____ / 20____



TRANSPORTATION RULES and PROCEDURES

It is a privilege to have your child aboard bus/route _____ this year. We appreciate the opportunity to transport your child to/from school and to get to know him/her. We hope that you and your child consider it a privilege to ride the bus. Each year, we find it necessary to remind parents and students of our transportation rules and procedures. Because discipline is a VERY important part of safety, we ask parents to help us teach students the value of following the rules and the consequences if they don't. Please read, explain, and discuss these rules with your child, so he/she will have a clear understanding of what is expected.

- Level 1**
1. All body parts MUST be inside the bus at ALL times
 2. Students MUST remain seated when the bus is in motion
 3. Keep the aisle clear (all body parts and objects should remain within the seat area)
 4. Keep the bus floor/seats/windows/walls clean (free from paper, sand, gum, stickers, etc.)
 5. No throwing objects (paper, pencils, books, etc.)
 6. No profane language or gestures
 7. If you are assigned to a seat, you are to sit in that seat each day until further notice
 8. We expect RESPECT...for drivers and students (treat others the way you want to be treated)
 9. Be at bus stop at least 5 min. before stop time and stand back 10 feet from bus - wait for boarding signal
 10. Certain items are NOT allowed on the bus (ex. glass, candy, gum, drinks) ? contact driver.

Level 1 procedure: **1st offense =Verbal warning** **2nd Parent notice** **3rd Referral to the school office**
 Students are required to sign documentation of the first two steps of this procedure and to return the parent notice (2). Refusal to sign documentation of #1 and #2 procedures and/or not returning the parent notice by due date may result in a Level 2 #2 offense, which will result in an immediate referral to the school office.

- Level 2**
1. No violent or sexual behavior (Fighting, provoking a fight, wrestling, touching, kissing, exposure, etc.)
 2. No Insubordination (Disobedient, defiant, non-compliant, unruly, rebellious etc.)
 3. No Vandalism (Writing on or destruction of any part of the bus)
 4. No getting ON or OFF the bus without prior approval &/or documentation given to the driver*
 5. No Tobacco

Level 2 procedure: **1st offense = Immediate referral to the school office.**

*Bus notes - Students MUST have a bus note (from the school office) when getting off at a different stop. Contact the school office by note or phone. Please include physical address of the stop, parent/guardian contact name, and phone number. The school will confirm the contact, authorize the change, and generate a note for the bus driver.

Drivers make every effort to observe and remain aware of the students, the bus, the traffic, the roadways, the weather conditions, the landscape, and the location of bus stops at all times, however we know that it is IMPOSSIBLE for the driver to see everything at every moment! We want parents to know that we take pride in our job and that our first priority is to transport students to and from school safely.

Please feel free to contact me _____ at # _____ Between ____am - ____pm
 or the transportation department - PJ Hope, Christy Keen, or Kevin Davis at 498-6160 or 498-6152 Between 6am and 5pm

Parents – Please fill out the bottom portion of this form, detach, and return it to the driver as soon as possible – Thank You ☺

Student/s Name/s (List all) _____ More on back--

Parent/Guardian Name _____ Phone # _____

Physical Address _____ CC or OT Emergency Phone # _____

I did receive a copy of the Transportation Rules and Procedures for Bus/Route _____ School Year 20____ 20____

Parent/Guardian Signature _____ Date _____