

SAFE BUS RIDERSHIP PRACTICES

PHIL & JENNIE GAGLARDI ACADEMY

- This document is part of the Bus Transportation Policy and must be given out to families riding the school bus each and every school year by the school administration.
- Gaglardi Academy's Code of Conduct and Discipline Policy applies to the bus.
- Parents are responsible to educate their children on safe bus practices.
- K-3 students will not be permitted to exit the school bus unless a parent (or designate) is at the bus stop to pick them up. If no parent or *identifiable adult is present*, the driver will return the child to the school at the end of the bus run.
- An email or phone call to the school office is required if a child is absent on the bus, and picked up or dropped off at a different location.
- Riding the bus is a privilege that can be revoked if a student behaves inappropriately. See Student Transportation Policy – Discipline. Bus ridership refunds will be decided on a case-by-case basis.
- Uniforms are to be worn on the bus at all times unless stated otherwise.

Approaching & Loading

- Use your designated bus stop only AND stay off the road.
- If it is necessary to cross a highway, cross the road before the bus arrives.
- Be at the bus stop 5 minutes ahead of the posted schedule. Walk the “safest” route, not necessarily the shortest) route to and from the bus stop. Wait in a safe location (i.e., transit stop). The bus will not wait for those who are late.
- Wait 6 ft back until the bus has come to a complete and final stop. Begin boarding when the doors open.
- Board the bus in single file, without pushing and shoving. Let the smaller children climb on first.
- Take your seat right away. Remain in your seat throughout the trip.
- The waiting time for scheduled bus routes could be approximately 20 minutes. If the bus has not arrived, you should either call the school or return home.

Seating

- You may be assigned a seat by the bus driver and it is expected you will be seated in the designated spot for every ride.
- Moving seats while the bus is in motion is strictly prohibited. If you want to move to another seat, the driver will give permission on a case-by-case basis.
- You may not sit in the driver's seat (even as a joke) or on the engine hood.
- Do not open or close windows at any time. You must not, at any time, extend limbs or your head out of bus windows.
- You must not throw waste or any other item on the floor or out of the bus windows.
- You are allowed to eat snacks and carry non-breakable drinking bottles on the bus if your seating area is kept clean. There are two garbage cans: one at the front of the bus and one at the back. At certain stops, and with the permission of the driver, you may dispose of your garbage.
- Keep your lunch kit, backpack, books, instruments, etc., out of the center aisle as a clear path to all exits is required by the Motor Vehicle Act. Student belongings may be placed on the floor but only within the seat you're sitting. Belongings must not be in the

aisle, on the engine cover or behind the bus driver's seat.

On the Bus

- Remember that the bus driver is in authority at all times. Be respectful. The bus driver is authorized to confiscate from a student any object or implement if they see a potential for injury, harm, or driver distraction.
- The Motor Vehicle Act sets the size limit of any article brought on to the bus. All items carried by children must be small enough to be held on the child's lap without protruding into the aisle. The bus driver will have the final word if you can bring your item on the Gaglardi Academy bus.
- You must not have anything in your possession that may cause injury to another bus student. All pens, pencils, and cutting tools must remain in your backpack or lunch kit.
- Balloons, water pistols, frisbees etc. are not allowed on the bus.
- Throwing of objects of any kind is strictly prohibited.
- Any damage to the bus or to equipment must be reported at once to the driver. The parents of children who have willfully damaged property will be financially responsible.
- Emergency exits are **not** to be opened at any time except in case of an emergency and under authorized instruction.

Unloading

- When departing the bus, step away from the bus at least 6 ft. Disperse when safe to do so.
- **If it is necessary to cross the roadway**, walk to the front of the bus (6 ft.) on the roadway shoulder and look both ways for oncoming traffic. The bus's lights will be flashing and its stop sign extended. **Cross only when it is safe to do so.**
 - Never assume that other vehicles will stop just because the bus has its red lights flashing. Some motorists don't see these signals or may ignore them, and some do not know they are supposed to stop.
 - Making eye contact with the driver helps you to know if the driver has seen you.

Reviewed and discussed the Safe Bus Ridership Practices with my child(ren).

Date: _____

Parent/Guardian Name (Print)

Student name (Grade 7-12)

Parent/Guardian Signature

Student Signature (required for Gr. 7 – 12)