

MORELAND SCHOOL DISTRICT
TRANSPORTATION SAFETY PLAN/BUS RULES
Updated 8/5/2008

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 on January 1, 1998 will implement the following plan.**

Each students 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 School District, in consultation with the California Highway Patrol, may identify locations that are determined to present a unique traffic hazard due to roadway design or proximity to an intersection. These stops may be exempted.

In addition, 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.

Pupils wishing to purchase one-way tickets for transportation on the school bus may do so at the school site. Students must fill out a ticket order form before riding the school bus. Each school is to foreword the order form to the Transportation Department prior to the student riding the bus.

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, 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 .

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.

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.

PENALTIES AND SUSPENSIONS

1st CITATION ---- WARNING NOTE TO PARENTS

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

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.

It is not the intent of this document to alter or change the current Moreland School District Board Policy, or school bus rules. Rather, these changes to the policy will ensure the utmost safety for our students, and compliance to the law.

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