

# Parent/Guardian Information

## Safety

Bus safety is extremely important! Students riding buses are required to follow bus safety rules. Buses are regularly inspected and serviced by an experienced and well trained mechanic.

The State of Wyoming requires all school bus drivers have a minimum of six (6) hours of annual training. WCSD # 1 bus drivers receive up to fifteen (15) hours of annual training. All bus drivers and mechanics are required to have current CPR and First Aid cards. All bus drivers and mechanics are subject to random drug and alcohol testing.

Twice annually, school bus evacuation and emergency evacuation drills are conducted in order to provide the students and drivers with the knowledge and skill to know what to do in the event of an accident or emergency.

Transporting children to and from school is a job the WCSD # 1 Transportation Department takes very seriously. Our goal is to provide the most efficient, timely and safe service to our students.

## Inclement Weather

Inclement weather procedures will be implemented when necessary. The following describes the different types of delays/releases used during inclement weather:

1. **Selected route delayed busing**-Schools open as scheduled, but selected routes delayed by either one or two hours, depending on route and severity of weather.
2. **Selected route cancellations**- Schools open as scheduled, but selected routes canceled. Parents may transport students but are encouraged to stay home.
3. **Delayed school start or early release**-School start delayed by two hours or released two hours early.
4. **District wide school closures**-All schools closed.

School delays/closures will be announced on the local radio station (1240 AM KASL) by 6:00 a.m. Parents will also be contacted directly via "Alert Now," an automated telephone dialing system used by the District for parent notification. In order for the system to work efficiently, please make sure your student's contact information is updated as needed.

**Note:** When roads are deemed "no unnecessary travel" according to state road reports, buses will **not** travel affected road.

## Dressing for Inclement Weather

All students should dress appropriately for the weather. Weston County School District #1 buses are well maintained; however, breakdowns and accidents can occur. If a bus should break down or be involved in an accident, the students may be stranded on the bus until another bus can be brought to the scene to transfer the students. When a bus loses power the interior of the bus will become cool very quickly.

## Eligible Riders

All students Kindergarten through 12<sup>th</sup> grade are eligible to ride district buses; however pre-school aged children will not be able to ride buses. Students will be assigned to the bus stop closest to their address. Whenever a student needs to ride another bus or be dropped off at a different stop, a note signed by parent/guardian will be required or arrangements with the Transportation Department or applicable school office. Friends of students riding home with bus students will need a signed note/telephone notification (Transportation Department/School Office) from **each** student's parent/guardian giving permission.

## **First Days of School/New Students**

To help reduce confusion, we ask parents/guardians of younger or new students to have an index card filled out with the following information: Student's name, parents/guardian's name, telephone number, address, grade, and emergency contact information and have your child pass this information on to their bus driver or call the Transportation Department (746-4837).

## **Bus Stop Safety**

Parents/guardians play a key role promoting good bus stop safety by making sure their children follow these simple rules compiled by former bus drivers for the National Association for Pupil Transportation:

### **BEFORE boarding, a student should:**

- Arrive at the bus stop five minutes early. Rushing often leads to carelessness.
- Wear bright colors or put reflective tape on backpacks to increase visibility.
- Take five giant steps back from the curb, which is in the driver's line of vision.
- Pack all belongings in appropriate bags so hands are free to grab the safety rail.
- Make sure clothes and backpacks don't have hanging straps or strings that may become snagged in the vehicle.
- Wait until the bus stops completely before approaching the vehicle.
- Avoid pushing or roughhousing while waiting or boarding.

### **WHEN leaving the bus, a student should:**

- Cross in front of the bus, never behind it.
- Take five giant steps away from the bus before continuing home.
- Be alert to traffic, looking left, right and left again before crossing the street.

**Note:** Behavior problems that occur at bus stops are the responsibility of parents/guardians unless the bus driver witnesses the events unfolding while he/she is pulling up to the bus stop. If a driver observes a problem, appropriate actions will be taken. Consequences **may** include loss of bus privileges. Parents can help with bus stop safety, by taking turns monitoring the bus stop. It's one way to ensure the "wheels on the bus go round and round" —safely.

## **Video Cameras**

Video cameras have been installed in many of our school buses to help provide for student security and safety. The cameras help reduce student bullying, vandalism, and fighting. Parents/guardians are welcome and encouraged to view the video from their child's bus. The video cannot be checked out, but can be reviewed with the Transportation Director in the Transportation Office.

## **Bus Rules**

- Students will observe the same conduct as in the classroom.
- Students will not use vulgar or profane language.
- Students will not eat or drink on the bus unless given permission by the driver.
- Students will keep the bus clean.
- Students will cooperate with the driver of the bus.
- Students will not use tobacco products.
- Students will not be destructive.
- Students will stay in their seats when the bus is in motion.
- Students will keep their head, hands, and feet inside the bus.
- Bus driver is authorized to assign seats.
- Students will not engage in activities that may result in injury of fellow passengers.

DON'T LOSE YOUR RIDING PRIVILEGE. MISBEHAVIOR CAN RESULT IN YOUR SUSPENSION FROM THE BUS!

## **Conduct Reports**

Bus Conduct Reports are generated for students not following bus rules or displaying an unsafe behavior.

### **Bus Conduct Report #1**

- Student/Parent/Guardian will be notified in writing of the misconduct.

### **Bus Conduct Report #2**

- Student/Parent/Guardian will be notified in writing of the misconduct.
- Student will be suspended from riding the bus until Parent/Guardian meet with the building principal. Upon completion of a satisfactory conference, the child may regain bus riding privileges by having the principal send a bus riding pass with the child to the bus driver.

### **Bus Conduct Report #3**

- Student/Parent/Guardian will be notified in writing of the misconduct.
- Student will be suspended from riding the bus for five days.

\*For subsequent Bus Conduct Reports, the length of suspension will be determined by the Transportation Director and Building Principal.

**Note:** Students who display reckless misconduct which results in the injury of a fellow passenger; damage to the bus; or to other motorists can be removed from the bus at that time. The length of the suspension will be determined by the Transportation Director and the Building Principal.

## **Parent Parking**

Parents/guardians transporting students to/from school are asked to use designated parking lots when picking up and delivering their children. Parents/guardians using bus loops can cause safety hazards for buses loading/unloading students and also add to traffic congestion, causing traffic backups.

## **Flashing Red Lights**

School buses will turn on their yellow flashing lights prior to approaching a stop to inform motorists of the upcoming stop. When the bus begins to unload or load students, the red lights will begin flashing. When motorists fail to stop for the red flashing lights, it not only severely endangers our student's lives, it's against the law and you can be a fine of up to **\$750** for this infraction. Please be mindful throughout the school year when come up on our buses loading or unloading our communities' precious cargo!

