

The Bloomfield Hills Schools Bus Drivers and Transportation Staff would like to welcome you and your child to an exciting new experience: riding the bus!

The ride to school can set the tone for the whole day for your child. Therefore, we have compiled this booklet to give you some important information about riding the bus that will help create the safest and most enjoyable ride possible for your son or daughter when the first day of school finally arrives. Please keep this booklet to refer to in the fall and feel free to contact the Transportation Department at 248-341-6290 if you have any additional questions.

This bus is for getting you safely to school,
So stay in your seats and obey every rule.
No hands out the windows, no junk on the floor,
No rushing or shoving to get out the door.
In front of the bus is the right way to cross,
Behave, and remember the driver's the boss.
Talk if you wish, but quietly please,
Bad language is out and it's not nice to tease.
Don't eat, drink or smoke, nor damage the bus,
Our safety depends on each one of us.



INCLEMENT WEATHER

Please send your child to school in appropriate clothing for the weather conditions. Your child will be standing outside while waiting for the bus or walking home from the bus and needs to stay warm and dry.

The decision to close schools because of inclement weather is made in cooperation with state, county and local authorities. When weather conditions appear severe, please tune in to one of the listed radio or television stations for school closing information. Please do not call radio or television stations or the police. You can help by keeping phone lines open and relying on broadcast information.

Radio Stations

WJR - 76.0 AM WWJ - 95.0 AM WXYT - 12.70 AM Q95 - 95.5 FM

School District Radio Station - WBFH - 88.1 FM

Television Stations

Channels 2, 4, 7, & 62

School District Cable TV - Channel 6 in Bloomfield Hills
Channel 2 in West Bloomfield

Parents are advised to keep children at home when they feel weather conditions make travel to or from school unsafe.



SAFETY AND HOW STUDENTS CAN HELP

Although safety and student conduct while riding on a school district bus is a mutual concern of parents, students, school administrators and drivers, it is primarily the shared responsibility of students and drivers.

Safe transportation for all students riding on school district vehicles is the goal of the Transportation Department, and it is our hope that the information in this booklet will be helpful in attaining that goal.

At the bus stop, students are expected to:

1. Leave home early enough to arrive at your assigned bus stop five minutes before scheduled pick-up time.
2. Walk on the left side of the road, facing traffic, to and from their designated bus stops.
3. Wait for your bus in a safe place - - well off the road, until the bus comes to a complete stop. Be alert to traffic. Stay away from strangers. Be orderly, courteous and respectful of others while at the stop. Don't damage property or litter the surrounding area.
4. Enter your bus in an orderly manner, using handrails, no pushing or shoving.

While riding on the bus, students are expected to:

1. Immediately take a seat (which may be an assigned seat) and to remain seated while the bus is in motion.
2. Observe classroom conduct while on the bus. Normal conversation in normal tones of voice is encouraged.
3. Keep hands, arms and head inside of the bus at all times. This is a *most* important safety precaution.
4. Keep the bus clean and to refrain from throwing anything within the vehicle or from the windows.
5. Always keep the aisles clear. Keep your things in a tote bag. Only bring items on the bus that can fit on your lap. No animals, insects, glass jars, etc. are allowed on the bus.
6. Refrain from eating, drinking or smoking on the bus.

7. Follow all the instructions of the bus driver.

When arriving at school, students are expected to:

1. Leave the bus only upon the direction of the driver.
2. Leave the bus in an orderly manner and to refrain from jostling or tripping fellow students.
3. Use safety handrails when departing from the bus.

When departing from the bus at your stop going home, it is recommended:

1. Once off the bus, move well away from the side of the bus. Beware of the “Danger zones” around the bus.
2. Watch for traffic when leaving the bus. If you must cross the street, walk ten steps out in front of the bus, watch for the driver’s signal for when it’s safe to cross, then cross to the center line, look both ways before continuing, then WALK, DON’T RUN across the street.
3. Always walk along the left side of the road, facing oncoming traffic as you walk to your home.

If your child wants to ride home with a friend, written permission from a parent or guardian must be sent to the school with the details of where the child is going and with whom. This service is only available if there is room on the bus and approved by the school office or Transportation office.

The safety of our children is important to all of us. Please communicate your transportation concerns with either your school office, the Transportation Department, or by submitting the form that is available at each school.

SOME WAYS IN WHICH PARENTS CAN HELP

1. By cooperating with school personnel at all levels in promoting safe transportation of their children.
2. By understanding that rules, regulations and policies developed by the school district are in conformity with legal requirements and are in the best interests of all students.
3. By stressing to their children the importance of acceptable behavior at the bus stop and while on the bus.
4. By reporting any violations of safety rules by either drivers or students.
5. By being a driver who ALWAYS stops and obeys the flashing lights of a school bus, which indicate that students are loading or unloading.

When you see overhead RED flashing lights - STOP!

When you see overhead YELLOW flashing lights - Prepare to STOP.

When you see hazard warning lights - Continue with CAUTION, but be prepared to STOP.



BOARD OF EDUCATION POLICY

Board of Education policy, within State law and Department of Education rules, establishes

guidelines for safety, transportation routing, student eligibility for riding and disciplinary actions for violations or expected behavior rules. Policy is necessary to provide uniform rules for the safe transportation of eligible pupils to and from school.

Eligibility to Ride:

Transportation is available to all public and non-public resident students under the following conditions:

1. Only students living outside of the designated walking area established for their school building may be transported.
2. Students must walk to the designated bus stop in their area in order to be transported to school. A schedule of bus stops may be obtained from the principal's office of each building. Elementary students can be expected to walk up to three tenths of a mile to a designated bus stop and secondary students up to a half mile to a designated bus stop.
3. Non-public school students will be transported to non-public schools within the District in accordance with the same conditions provided above for public school students. Non-public senior high students may be transported outside of the District only in accordance with State guidelines.
4. Transportation for handicapped students is provided under specific state statutes.

BUS REGULATIONS AND RESPONSIBILITIES

The school system provides bus transportation for many students. The bus drivers deserve the same respect as teachers and other school employees. Riding the bus is a privilege that may be withdrawn if a student's behavior warrants it. All school rules and regulations apply to students

from the time they get on the bus to the time they get off the bus. Misconduct on a bus or at bus stop may result in removal from the bus. For information on rules for students, please consult the school district's "Uniform Code of Student Conduct" booklet.

VIOLATIONS OF GOOD CONDUCT

The Board of Education and state law require children to conduct themselves on a bus in a manner consistent with classroom behavior. Because the safety of all children on a bus is paramount, those pupils who become disciplinary problems on a school bus shall be referred to the building principal for action and may have their riding privileges suspended.

Any misbehavior which distracts the driver is a serious hazard to the safe operation of the vehicle and jeopardizes the safety of every passenger on the bus. Behavior considered to be in violation of good conduct on a bus is specifically set forth in the Code of Student Conduct. Procedures employed in these circumstance are as follows:

1. Bus drivers will report inappropriate behavior on the Bus Conduct Report Form. This report is then sent to the school office.
2. The building principal, or a designee, will meet with the student and, if appropriate, establish the corrective action and duration of suspension in accordance with the Code of Student Conduct.
3. The principal will notify the student's parents of the action taken.
4. It is understood that students must make restitution for all damages caused by their actions.
5. Students removed from a school bus may not ride another district bus during a suspension period.

ABOUT YOUR SCHOOL BUS DRIVER

School bus drivers are certified by the State of Michigan on all matters relating to the operation of a school bus. The school bus is considered a moving facility of the school district and, due to the vital importance of safety when the bus is in motion, the driver is by law considered to be in complete command of the bus and its passengers at all times during its operation.

At the same time, bus drivers must comply with numerous laws, rules and standards. Some which you may observe are:

1. Drivers will at all times obey all state and local traffic regulations and any other regulations that may be set forth by the school district.
2. Drivers must be on their buses whenever students are loading or unloading.
3. Drivers are to adhere as closely as possible to the schedules and stops to which they are assigned.
4. Drivers are to wear seat belts at all times when operating their vehicles.
5. Drivers are responsible for maintaining good visibility of mirrors, windshields, rear windows and all lights of their vehicles.
6. Drivers must promptly report any student violations of school bus conduct or safety rules.
7. Drivers may assign seats to students.
8. Drivers are required to pick up or discharge students only at designated stops. A student who wishes to board or depart a bus at a stop other than the assigned stop, must have a note signed by their parent or guardian and approved by the school office or secure advance approval from the Transportation Department.
9. Drivers may not permit students to operate doors, switches or safety devices at any time.
10. Drivers must use school bus flasher lights only when stopped to load or unload students. Once flashers have been turned off at a stop, they may not be turned on again until the driver reaches the next stop. Therefore, if a student is late and the driver has turned the flashers off and closed the door, the driver is not, under state law, to turn the flashers on again and wait for the student to board the bus.

Your driver must pass rigorous medical, driving and training requirements prior to completing certification for driving a school bus and must meet annual requirements to maintain needed competencies.

KINDERGARTEN INFORMATION

Name Tags

1. Your child will wear a name tag home the first day of school.

2. Make sure you send your child to school wearing their name tag for at least 3 weeks.
3. If you are apprehensive about your child riding the bus, you can follow the bus. Parents may not ride with students.
4. Please contact your school and the Transportation department regarding daycare arrangements.

Bus Stops

Pick up - Take home times and locations

1. Pick up and take home time and location will be indicated on the postcard sent to each student in August.
2. Time is approximate, please allow a minimum of 10 minutes before and after specified time.
3. Changes in time of pick-up and take home will occur as new students move in or route changes occur.
4. Students need to be at the bus stop 10 minutes before the bus is scheduled to arrive. Even though we would like to, we cannot wait for students who are not outside at their stop.
5. If we are unable to drop off your child safely, we will return him/her to the school. We do ask that a parent be visible at the time of drop off.
6. If your child is picked up in an out of the way location, you can notify the transportation office at 248-341-6290 when your child will not be riding the bus to school.

KINDERGARTEN SCHEDULES

A.M. Students are:

Picked up - with 1st through 5th grade students at neighborhood stops.
Taken home by parents

P.M. Students are:

Driven to school by parents
Taken home - with 1st through 5th grade students and discharged at
neighborhood stops.

LABELING AND CONTAINING BELONGINGS

Please label all belongings. Items left on the bus can quickly be returned if we know to whom they belong. Names should be placed inside or in an inconspicuous place. All belongings and school papers should be carried to and from school in a backpack or tote bag. Use of a backpack or tote bag to carry loose belongings will prevent items from being dropped or blown underneath the bus.

The bus drivers keep lost items on the bus for several weeks. Please check with your driver before calling the transportation office.