

**MACKAY SCHOOL DISTRICT NO. 182
TRANSPORTATION DEPARTMENT
400 E. SPRUCE
MACKAY, ID 83251**

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**GENERAL TRANSPORTATION INFORMATION
FOR
STUDENTS AND PARENTS**

Safety is the primary consideration for students traveling on school buses. Bus safety depends upon the cooperation of students, parents, and school personnel. Local school board, the Idaho State Board of Education, and the State of Idaho for the protection of students, have established transportation policies, rules and regulations. Students are expected to follow these rules and regulations. RIDING A SCHOOL BUS IS NOT AN UNDENIABLE RIGHT; IT IS A PRIVILEGE! Parents should review and discuss the school bus rules with their children in an effort to help them understand and accept responsibility for good school bus conduct. (The following information is a shortened summary of policies, rules and regulations in effect for the Mackay School District #182.

SAFETY IS EVERYONE'S RESPONSIBILITY!

STUDENT RULES OF BUS CONDUCT

The following rules represent the types of behavior expected of students.

1. Walking to, from and waiting at the bus stop.
 - A. Walk on the left facing oncoming traffic.
 - B. Arrive at the bus stop five (5) minutes prior to scheduled pickup time.
 - C. Wait on your side of the road in a safe place at least ten (10) feet from the roadside in an orderly manner.
 - D. Cross the road (10) ten feet in front of the bus, only when signaled to do so by the bus driver.
 - E. Do not jump up to hit or hang on the bus windows, run alongside or behind the bus, or attempt to hitch a ride via a bus bumper.

2. Loading and unloading the bus.
 - A. Wait until the bus is completely stopped before attempting to load, unload or stand to exit.
 - B. Enter and exit the bus in an orderly manner.
 - C. When entering the bus go directly to a seat, assigned or otherwise.
 - D. Do not bring dangerous, illegal, objectionable articles or glass containers on the bus.
 - E. Do not bring large items, nuisance items, live animals or insects on the bus, no skateboards, balloons or glass containers.
 - F. Do not board a bus when covered with shaving cream, eggs, or soaked in water.
 - G. Do not put items in the aisles or in front of exits, including body parts.

3. Riding the bus:
 - A. Remain inside the bus seated in an upright position against the seat back.
(Back to back, Bottom to bottom)
 - B. Be respectful and follow the bus driver's requests.
 - C. Sit in an assigned seat when told by the driver to do so.
 - D. Keep the bus clean and free of vandalism.
 - E. Do not participate in inappropriate, distracting, discourteous, annoying, illegal, unsafe, or destructive behaviors or activities.
 - F. Do not stand or face the back of the bus.
 - G. Do not eat, drink on the bus except water.

- H. Use of profane language is prohibited on the bus.
- I. Ride only your assigned bus, a note from your parents or teacher is required to ride another bus.
- J. Get off and on only at your assigned bus stop. Any exceptions require a written note from a parent, teacher or school secretary.
- K. **All students** will practice “Give Me 5” at railroad crossings.

Fighting, pushing, tripping or scuffling types of behavior, sexual harassment or bullying are prohibited at all times. Students are expected to behave in a manner that is orderly, safe and respectful.

TRANSPORTATION DISCIPLINE PROCEDURE

If, in the opinion of the bus driver, a student violates any of the rules, regulations or policies, the following discipline procedures will be implemented.

1. 1st Violation – Warning by bus driver and an assigned seat. Severity could lose privileges on first offense.
2. 2nd Violation – A bus conduct report will be filled out and given to the head bus driver who will then pass the report onto the school principal who will visit with the student and call the parents and ask them to discuss the matter with their child. Copies of the report are kept by the principal, transportation director and the driver and a copy is sent to the parent.
3. 3rd Violation - Principal, parent, student, driver conference. May be loss of riding privileges (2-5 days).
- 4th Violation - Suspension of bus privileges for a designated period of time depending on severity of the offense the student may lose their riding privileges for the rest of the semester or the rest of the school year.

A student may be temporarily or permanently suspended for the following:

1. Multiple offenses.
2. An offense determined to endanger other students or driver.
3. Harassment (including the use of profane language).
4. Fighting.
5. Vandalism, i.e., graffiti, cutting, poking or pulling tape off a school bus seat. Restitution is required before transportation is reinstated.

6. A violation of a safety rule, i.e., opening an emergency door, or crossing the road without the aid of the driver's signal.

Vandalism requires restitution. Bus privileges will be suspended until restitution is made. If a student is suspended the parents will be contacted by phone or by mail. A suspended student cannot ride any regular bus or activity bus/field trip bus.

A school administrator determines suspensions. No student is removed from a bus unless involved in a fight when the bus is approaching or at a school. The person on bus duty will escort the student to the school's office. The parents and/or guardians will be contacted to pick up the student.

Children are required by law to attend school. Any student whose bus privileges are suspended is marked absent if he/she does not attend. It becomes the responsibility of the parents to provide transportation to and from school.

BUS ROUTES

- School buses travel only on maintained city, county, state or federal roads. Bus routes may be altered when changes occur in road conditions or location of pupils.
- Transportation for any pupil living less than one and a half miles from the nearest appropriate school or bus stop is provided at the discretion of the board.

EMERGENCY SCHOOL CLOSURES

- If it becomes necessary to close school due to emergency conditions, all local radio and television stations are notified. If you think there is a possibility of a school closure, please tune into your local station and listen for an announcement. If the emergency situation arises after school has started, all students are bused to their regular stop unless the district and drivers are informed otherwise.

EXTRACURRICULAR ACTIVITY AND FIELD TRIP BUSING

- No student is released to ride with anyone other than his/her own parent or guardian when participating in an extracurricular activity or field trip.
- Students riding on buses to activities sponsored by the school district are expected to adhere to the same rules as when riding to and from school.

PASSENGER ELIGIBILITY

- Parents shall provide transportation for students who live outside the zone of the school they attend. Buses do not provide transportation outside of the school zone they attend.
- Students need a written note from their parent to be dropped off to a different location for music lessons, birthday parties, scout meetings, or other non-school activities as long as there is room on the bus for them to ride to the activity.
- No non-pupil may ride the bus at any time unless permission is given by a school Principal.

MISCELLANEOUS

- When a pre-school, kindergarten or special education student is delivered home, and there is no one at home to care for him/her and in the driver's judgment the student should not be left alone, the driver delivers the student back to their school until the parents can be located. Students that are in grades pre-school through second grade need to have a visual from a parent for the driver to drop off at home. Older elementary students may be let off the bus with an older sibling as long as the parent signs a release form stating that they understand this procedure and sends the form back to the elementary secretary.
- If a parent wants to obtain their student from the bus at a location other than the students stop, they must follow the bus to an approved bus stop on the route. Buses will not stop at locations other than approved bus stops.

LOST AND FOUND

- Lost and found items remain on the bus for no more than one week for the students to retrieve them. After that time the driver will take the items into the appropriate school.