

Monroeville Local Schools

Student Busing

FYI: Ohio State Law provides that no student shall walk further than ½ mile from his or her residence to the assigned bus stop if need be.

WHO IS ELIGIBLE TO RIDE?

The bus routes have been designed to promote the safest and most efficient transportation to and from school. Pupils are to ride only the buses to which they have been assigned. Monroeville Local Schools will transport to an approved babysitting location (babysitting /Alternate papers required).

School bus drivers, if on schedule or behind schedule cannot wait for tardy students. **Students must be at their designated stop location 5 minutes prior to the scheduled bus arrival time.**

Students will only be allowed to ride their assigned buses. Emergency requests must be made by the parent to the transportation department as a onetime emergency location drop off. Emergency bus arrangements will only be approved if space is available.

The Monroeville Local School District **does not** transport students to after-school employment or commercially operated day cares outside of the child's school attendance.

AUTHORITY OF BUS DRIVERS

While being transported on a Monroeville school bus, the students are under the authority of the bus driver, who is responsible for the orderly conduct and safety of all riders. Your driver has the authority to enforce all of the rules and regulations as described.

RIDING THE BUS

No student is permitted to stand while riding a school bus. Since there may be three students to a seat, it is important to share the space. Students will have assigned seats. Please do not move from your seat unless instructed to do so.

1.

LOADING THE BUS

Wait for you bus in a safe place, approximately 30 feet away from the roadway. You should line up single file and board the bus in an orderly manner, going immediately to your seat so that the bus will not be delayed and others may board. Please do not stand or kneel on seats or sit on the seat backs, as you can be injured if the bus stops suddenly, and it also damages the seat safety cushions.

UNLOADING THE BUS

When arriving at school, remain seated until instructed by the driver to move. When preparing to leave the bus at your home destination, move to a front seat to stop before yours. Stand only after the bus comes to a complete stop.

CROSSING THE ROADWAY

When it is necessary to cross the street or road before getting on or getting off the bus, you must cross at least ten (10) feet in front of the bus. Always wait for the bus driver's signal to cross the street or road, as the bus driver is in a position to see traffic in both directions. After the bus driver signals you to cross, look in both directions before moving into a traffic lane. Remember, if your driver sounds the horn, it means **DANGER!** Stop immediately!

EMERGENCY EVACUATION DRILLS

Your bus driver will hold practice drills for emergency evacuations. To insure your safety on a bus, you must become familiar with proper procedures. The driver will conduct 3 different drills: Everyone will exit through the front door; everyone will exit through the rear emergency door; Front half exits through the front door and rear half exits via the rear door. (Ohio Department of Education section 3301-83-15).

2.

CONDUCT ON THE BUS

Remember that riding the bus is a privilege granted to you. It is a privilege, not a right. The bus is viewed as an extension of the classroom and conduct should be similar.

- Cell phone use is not recommended.
- Profanity or obscene language and gestures will not be tolerated on the bus. Use of such language or gestures will be considered serious enough misconduct to have your riding privileges suspended.
- Eating, drinking, lighting matches, smoking, spitting, or littering the bus floor with any material is not permitted.
- Windows may open with permission from your bus driver. Do not extend any part of your body or any other objects out of a bus window at any time. Close your window when instructed by your driver. Throwing any object from a motor vehicle is prohibited by law.
- **Absolute quiet must be observed while approaching, stopping and crossing all railroad tracks.**
- Continued or serious misconduct or refusal to obey a driver's instructions shall be sufficient reason for refusing transportation services to any student. The parents of students that have done damage to a school bus will be billed for repair costs.
- Sharp or pointed school supply items (pens, pencils, compasses, etc...) should be carried in a closed container.
- Please arrange another means of transportation if you must bring any large, fragile, or forbidden cargo to school. Packages or musical instruments that can fit and held securely on your lap may be carried if there is sufficient space. Students must check with the bus driver in advance.
- No glass container, bottles, helium balloons, skateboards, or fragile items may be carried on the bus (lunch thermos bottles are acceptable). Personal headphones, CD, cassette, radios and cell phones along with no laser pointers are prohibited.
- **The transportation or carrying of firearms or any other weapons or explosives on a school bus is prohibited by law.**
- Animals are also prohibited, with the exception of those intended for special needs assistance.

- When a student is referred to the administrator's office, he or she may receive a warning and a notice is sent home to the parents or guardian.
- The second time the student is referred to the administrator's office; he or she is subject to written warning from riding the school bus. The parents or guardian will be notified.
- When a student is referred to an administrator's office for the third time, he or she will be subject to suspension from riding the school bus for a period of time, up to the remainder of the semester. Once again, the parents or guardians will be addressed.

NOTE: In some instances, a student may be subject to dismissal from riding the bus without notice, or on the 1st offense. Examples of such incidents are as follows:

1. If a student strikes, attempts to strike, or threatens a bus driver.
2. If a student cuts seats or otherwise damages the school bus.
3. If the student is fighting with, injures, or presents a danger to other students.
4. If a student uses or dispenses tobacco, alcohol, or drugs.
5. If a student lights a fire or is playing with matches or a lighter.
6. If a student brings a weapon or explosive on the bus.

Right to Appeal

Disciplinary actions resulting in suspension are accompanied by the right to appeal.

Monroeville Local Schools Transportation Department may provide transportation to /from an alternate location, provided there is room available on the route and the following guidelines:

1. Alternate locations requests must be made in writing on a Babysitting/Alternate Transportation Request Form. (This applies to all daycare requests). These forms are available at the school offices.
2. The alternate location is consistent five (5) days per week for the morning and afternoon. Alternate locations will remain the same for at least one (1) semester. **Example:** Student may be transported from one location to school in the AM and from school to another location in the PM.
3. The alternate location is along a regularly scheduled route at a regularly scheduled stop.
4. The alternate location must be within the same school attendance area for which the student is assigned.

Although your school bus drivers train extensively and are experienced in the many different facets of pupil transportation, they need the cooperation and assistance of both students and parents to ensure the safest trip possible.

Please take a few minutes to review this material with your children. It contains information that will assist students in learning the rules and responsibilities in transportation safety.

SAFETY TIPS FOR PARENTS / GUARDIANS

- Stop your vehicle for school buses with red lights flashing...even in the schoolyard!
- **Make sure your children get to the school bus stop in plenty of time...5 minutes before your scheduled time.**
- Discourage loosely fitted or baggy clothing that can get caught in handrails, in swing doors, or on seats.
- The most dangerous area is at the loading and unloading areas. Instruct your children to avoid horseplay and stay back away from the bus until it is okay to board.
- Instruct your children to remain seated while on the bus, and avoid horseplay or being exceptionally noisy.
- Do not buy raincoats that are yellow, buy another color. The yellow raincoat has a tendency to blend with the yellow school bus, making it hard for motorist to see a student.
- The school zone speed limit is 20 MPH.
- Teach your children to **STOP** and look before hurrying away from the bus as they exit at the end of the day.

- If you meet your child at the bus stop after school, wait on the side where the child will be dropped off, not across the street.
- Do not run alongside the bus when the bus is moving. Wait until the bus stops; then walk to the door and board the school bus in an orderly manner. Do not push or shove.

***We ask that you discuss with your child the importance of safety of both inside and outside the school bus. Please stress the danger involved when walking or playing behind, at the sides, or close to the front of any vehicle. Familiarity with the items in all this reading material will help make everyone's ride safer and more convenient.**

**Questions or concern please contact:
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