

Busing



Student Transportation
Buckeye Valley Local
School District

**Student Transportation
Buckeye Valley Local School District
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Student Transportation

Buckeye Valley Local School District

Revised August 1, 2001

The transportation policies of the Buckeye Valley Local School Board are aimed at the welfare and safety of our students in providing an efficient and economical method of getting them to and from school. Policies will be in accordance with all regulations governing student transportation by the Ohio Department of Education Chapter 3301-83 Ohio Pupil Transportation Operation and Safety Rules, Ohio State Highway Patrol, Ohio Department of Highway Safety and as required by State law.

The District's transportation program is under the direction of the Director of Classified Services who is responsible to the Superintendent.

The Board of Education provides school bus transportation to all district resident students, preschool special needs students and kindergarten through eighth grade, who live more than one-half mile from school and for those with physical or mental disabilities which make walking impossible or unsafe. The transportation of high school students is optional. The District operates its own fleet of school buses for transporting our students and eligible vocational or special education children between their home areas and schools outside the District; however, if it is impractical to transport certain special education and private school students by regular bus, they may be transported through cooperation with other school districts, through commercial carriers, and/or by other means in the most efficient and economical manner. The District provides transportation for students who attend private schools in compliance with State law. The District has the authority to make pay-in-lieu of transportation when not practical.

Exceptions to the established areas may be made by the Board when:

1. in the judgment of the Board, walking conditions to the student's school are extremely hazardous and/or
2. because of overcrowding and the necessity to assign students to another building, the Board deems transportation necessary

Bus routes are established so that an authorized bus stop is available within reasonable walking distance of the home of every resident student entitled to transportation services. The Board approves the bus routes annually. The superintendent is authorized to make any necessary changes in the approved routes.

Currently the Board of Education has authorized double bus routes for the school district. High school and middle school students are transported first with routes beginning as early as 6:30 a.m. and arriving at the high school at approximately 7:40 a.m. and the middle school at 7:45 a.m. Elementary bus routes begin as early as 8:15 a.m. and arriving at the elementary schools at approximately 9:05 a.m. Private school students are normally transported on the high school routes in order to bring the students to a central

location to transport them to their private school by a bus shuttle. The double routes in the afternoon begin right after school dismissal and begin with the middle school being released at 2:30 p.m. and the high school at 2:40 p.m. The drivers then go to their assigned elementary school for their afternoon dismissal at 3:40 p.m. Routes are normally completed by 5:00 p.m. Students in morning kindergarten ride to school on the elementary route and are picked up to return home at 11:45 a.m. Afternoon kindergarten route begins at 12:00 noon arriving at the school before 1:00 p.m. and return home on the afternoon elementary route.

School Bus Stops

Bus stops will be limited, where possible, so students from several homes can meet safely at a central point for group pick-up. Students may be asked to walk up to one-quarter mile from their home. Students residing outside the boundary of the school district can make arrangements for the nearest bus stop within the district. Pupils shall arrive at the bus stop five minutes before the bus is scheduled to arrive. The bus-scheduled time of arrival is dependent upon who is riding on any given day and may vary a few minutes due to student absenteeism, traffic, road conditions, weather and trains. Pupils must wait in a location clear of traffic and away from the bus stop. Behavior at the school bus stop must not threaten life, limb, or property of any individual.

The length of bus routes and number of stops does not permit us the time to wait for each student to come from inside their home. Our drivers have been instructed to slow down, but if student is not in eyesight; they are to proceed on their route. Students who miss the bus should be transported to school by or taken to a nearby bus stop by parent. Time does not permit our bus drivers to circle around or return to pick-up. High school students not riding for three days or more are required to call to resume bus transportation.

Students must board and leave the bus at the location to which they have been assigned unless they have parental and administrative authorization to do otherwise.

Students are to abide by instructions and hand motions given by the driver to assure their safety and well being at the bus stop. If it is necessary to cross the roadway, the student is to stay within the vision of the driver and wait for assurance that it is safe to cross the roadway. Students should remain at bus stop and within vision of the driver until bus proceeds on the route. Students are never to reach under or in front or back of bus to retrieve an article dropped without notifying driver.

School Bus Turn-around

It may be necessary, in order to conveniently provide transportation to your student, for the driver to locate a safe location to turn around the bus. This is done with permission and help of the parents and/or landowner. If your driveway is selected, any damage of property would be repaired including adding gravel to the driveway for the bus length.

Student Behavior on School Bus

Students must go directly to an available or assigned seat so the bus may safely resume motion. Students must remain seated keeping aisles and exits clear. Students may carry on the bus only objects that can be held in their laps. Equipment such as music instruments, athletic uniforms, etc., which cannot be held in their lap shall be stored at the rear of the bus without blocking exit door. Students are to be respectful of other students, their space, and property during the bus ride. Students must observe classroom conduct and obey the driver promptly and respectfully. Students are to maintain conversational voice level in communicating with other students without yelling or being loud enough to distract the driver. When the school bus is stopped at a railroad crossing, students are to be silent until crossing is complete. Students must not put head, hands, arms, legs or feet out of bus window. Students are not permitted to throw, or pass objects on, from or into the bus. Students are to refrain from using profane language. Fighting and possession of tobacco, alcohol, drugs, firearms, ammunition, weapons, explosives and other dangerous materials of any kind are strictly prohibited. Animals are prohibited with the exception of those intended for special needs assistance. Students must refrain from eating or drinking on the bus.

School Bus Discipline

The bus driver has the responsibility of safely transporting our students to and from school. Distractions add to the stress level of the driver performing this very important task. They must be aware of all that is occurring outside of the bus with pedestrians, other motorists and road conditions as well as what may be occurring behind them on the bus. The school bus driver's authority and/or responsibility is to maintain control in order to safely transport our students. The bus driver has permission and is instructed, when necessary, to stop the bus on route, return to school or home to immediately address a discipline problem. The bus driver may assign seats or have disciplinary seating available up front.

Students have a responsibility to maintain decorum so the bus driver can safely transport them. Busing is not a student's right but a privilege and this riding privilege can be suspended or denied due to student's behavior. This puts a hardship, not only on the student, but also on the parents in either transporting their child or making alternative transportation arrangements and still arrive on time to their employment.

A written "Bus Conduct Report" is completed by the driver and is given to the building principal for disciplinary action. Major infractions include, but not limited to; endangering student and/or driver, throwing an object on, out or onto bus, weapons on bus, lighting matches and/or smoking, fighting, vandalism, insubordination, profanity directed at driver. Minor infractions include, but not limited to; not riding in assigned seat, eating or littering, profanity, failure to remain seated, harassing other students.

Major infractions result in immediate removal from the bus. Length of suspension will be determined by the superintendent, designee and/or principal and may be for as long as the remainder of school year depending upon the severity of the offense.

Minor infractions will be dealt with by the superintendent, designee and/or principal and may involve suspension from the bus.

The superintendent, superintendent designee or principal are authorized to suspend or remove school bus riding privileges. Immediate removal of a student from transportation is authorized. A student immediately removed from the bus will be given notice as soon as practicable of a hearing that must be held within seventy-two hours of the removal. Immediate removal is authorized when the student's presence poses a danger to persons or property or a threat to the safe operation of the school bus. Length of time removed from bus shall be in accordance with school board policies.

First offense will normally have a three-day suspension from the bus. Second offense will normally have a five-day suspension from the bus. Third offense will normally be a ten-day suspension from the bus. The number of days of the suspension is at the discretion of the superintendent, designee and/or principal and subject to the severity of the offense.

School Bus Vandalism

Cost of repairs for holes in seats, broken windows and other vandalism of student misuse of equipment while on bus is the responsibility of that student and parents.

School Activity Bus

High school and middle school students participating in Fall and Spring Activities needing transportation home can ride an activity bus to several locations throughout our district.

Two buses will pick up students in the middle school parking lot at 5:00 p.m. and transport to these locations:

East

Ribbon Factory in Ashley
In town Ashley
East Elementary
Church in Kilbourne

West

North Elementary
Church in Warrensburg
Corner Market
Visions Restaurant
West Elementary

Student Clothing and Safety Issues

Student clothing, coats, and bags should not have drawstrings or objects that are dangling and can catch or snag upon entering or leaving the bus. Light-colored clothing is preferable for early morning pick-ups prior to sunrise.

Preschool and special need students should have their harness on and ready to board bus. Parent may be asked to board bus to attach harness to seat belt.

Student Safety and Emergency Instruction

Student bus riders in kindergarten through third grade will be given safety instructions within two weeks of commencement of classes each school year. Emergency evacuation procedures and drills for all students will be conducted on school property at the beginning of the school year. A student is selected to respond to the bus driver's aid if they should become incapacitated in route.

School Bus Shuttles (JVS & St. Mary Catholic School)

Students attending Joint Vocational School (JVS) of Delaware County and living within our school district are transported to the Buckeye Valley High School to a collection point to be shuttled to both the north and south campuses of JVS. The students are picked up at the front entrance of the high school at approximately 7:50 a.m. and shuttled to campus. Students are shuttled back in the afternoon at 2:15 p.m. to the high school to catch their bus home. A mid-day shuttle to and from the high school transports students attending half days.

Students attending St. Mary Catholic School are transported on our high school route to the Buckeye Valley Middle School to a collection point and then shuttled to the St. Mary School. This shuttle leaves for St Mary at 7:50 a.m. Students are picked up at St. Mary in the afternoon at 2:15 p.m. to return to the middle school to catch their bus home. No noon shuttle is available for St. Mary School.

Bus Riding Permit and Unauthorized Passengers

Adults not enrolled in any approved program unless assigned by a proper school official as a bus or student monitor including nurse for a student can board a bus unless requested by driver to assist in securing their special needs child's harness to a seat. Violators will be reported to the local law enforcement authorities.

Students are not permitted to ride another bus without an **approved** "Bus Riding Permit" authorized through the building principal or director of transportation at the administration office. Request for a permanent bus change must be approved through the director of transportation and approval is subject to purpose of change and space on bus.

School Bus Passenger Capacity

Seating shall be provided that will permit each passenger to sit in a position, which will provide maximum protection by the barrier. The number of passengers cannot exceed the school bus manufacturers rated capacity. The capacity of our current fleet is 65 and 71 passengers and is adjusted according to passenger's individual size. No students are permitted to stand while the bus is in motion except for bus monitors.

Buses are "compartmentalized" with high back seats (barriers) to protect riders from sudden stops. Buses are not equipped with seat belts with the exception of harnesses for preschool and special need students.

Student and Medical Information

Bus drivers are required to have accessible student's name, address, telephone number, birth date and medical information available to the degree that such information might affect their safe transportation and medical well-being for emergency treatment. All such information remains strictly confidential. Drivers, depending on the severity of medical condition may stop in route and request medical emergency assistance, return to school or alter the bus route to get ill student home as quick as possible.

Calamity/Snow Day (Delay or Cancellation of School)

In the event of inclement weather, impassable roads, or some other event that precludes the possibility of normal transportation, which will cause a delay, or cancellation of school, the following procedure will take effect.

District students and families will be notified of a delayed start or cancellation via the area radio and local television newscasts plus the local newspaper's telephone "Gold Line." Normally, this decision for a delayed start or cancellation of school is made before 6:00 a.m. prior to our school bus drivers beginning their routes. We begin notifying the news media at 6:00 a.m. Road conditions can change dramatically in a short period of time, which could alter the timing of notification.

Once drivers are in route and have students on bus, it may be deemed as safe to continue route and bring students to school as opposed to retracting the driver's route to return students to their home. Road conditions could improve by the end of the school day to safely transport students home at the regular time.

If weather conditions necessitate the early release of our students, announcements will be made via the area radio and local television newscasts to inform parents of the time of the release.

Delay of the start of school is either for one hour or two hours. Morning kindergarten is cancelled on a two-hour delay. Any delay over two hours requires cancellation of school

for the day because the day will not count as a school day if delayed more than two hours.

Delay or cancellation of school may require parents to make back-up plans for care and/or supervision of children at home. Please have these alternative plans ready and notify bus driver, school building principal's office, director of classified services or bus garage of your plan to accommodate the delay or early dismissal of school.

School Bus Radio Communication

The Buckeye Valley Local School District radios work on a UHF frequency. It is a repeater system with a range of approximately 30 miles. Mobile to mobile, without repeater, will work within several miles of each other on strictly line of sight. Each school building, including the bus garage, in the district has a base unit and each bus is equipped with a radio for communication.

Lost Student

Periodically we receive a report of a lost student that was not dropped off at home as scheduled. Fortunately we have found all missing students and find they just were not paying attention that their stop was coming, another parent or relative picked child up at school, student was involved in after school activities or student thought they were to get off with another student or at another address for child care.

Please notify school immediately that child is missing with description of child and clothing. We will contact bus driver to determine if student is/was on bus and where student exited the bus. We will contact all buses on route to see if student is on another bus.

Please call student's friends and neighbors if they are aware of your student's whereabouts. Contact day care providers. Normally, we find there was miscommunication on what child was to do after school.

Please notify school that student was found. We continue our effort until we hear from parent that student has been found.

Childcare Arrangements and Busing

School busing must be taken into consideration in a family's decision on childcare arrangements. More and more parents are both working outside the home creating the need for childcare. Your decision may be influenced on busing issues that arise with childcare. Each elementary building's attendance boundary is strategically located to assure no overcrowding and class size. Buses are assigned to each elementary. In addition, kindergarten classes are divided into morning and afternoon to keep class sizes down and to keep our kindergarten routes as short as possible. When considering childcare options, you must be aware that we do not provide busing into other elementary

buildings' attendance areas and the kindergarten boundary further divides the elementary boundary in half to keep kindergarten routes short. We do not provide busing beyond the kindergarten morning or afternoon class boundary.

Periodically, we are asked to provide busing to multiple childcare providers on different days of the week or month. This arrangement becomes a scheduling and child safety issue for the bus driver and a liability issue for the district as well. We ask that you refrain from asking us to become a "taxi service" for the convenience of your employment. We prefer to have a permanent bus stop that is only changed once a year. Alternative transportation should be handled after the student has been delivered to the assigned bus stop.

School Bus Rerouting and/or Delayed Route

Periodically, we have a bus breakdown, an ill driver, or a detour on a route that creates a situation where we have to "double-up" on some routes to cover an area for route driver and bus that is disabled. We ask surrounding route drivers to converge on the route needing coverage to help out. This causes delays due to some additional roads to cover and bus stops before the bus gets to school or to your home. Your patience and understanding is needed in these situations. Sometimes roadwork, an accident, bridge closure creates situations beyond our control that we must reroute our buses to cover a route for a period of time. This can create a temporary change in the schedule of your school bus arrival time, bus number, and driver. If it is going to be for a period of time, the bus driver will notify you via your student or note.

Lost and Found

Bus drivers, after their routes are completed, are required to check their bus for articles left behind and even students who may have fallen asleep and missed their stop. Parents are called if the driver can identify the owner of the lost article. If not, they are normally turned into the school office to be claimed.

Students should keep their personal items in their book bag out of sight of others. Though C.D. and cassette players with earphones are permitted on the bus, they are subject to being stolen along with coats, hats and gloves and other personal items.

Students should notify the driver immediately if an item has been taken from them without their consent.

