

## Bus and Bus Stop Rules

**STUDENT SAFETY** on the school buses and at the bus stops is a major priority. Parents are encouraged to monitor student behavior going to and returning from the bus stops and at the bus stop locations. Students' behavior on the bus that endangers others will not be tolerated.

The state law authorizes the proper discipline of students going to and returning from school. "As a general rule, this authority to discipline extends to pupils on their way to or from school if such conduct directly affects the good order and welfare of the school." (1960-61 Op. Att'y. Gen. 274) Principals stress to students that they are expected to conduct themselves in an orderly manner at all times and that failure to do so going to and from school may result in disciplinary action described in this Handbook.

All carry-on items (i.e. book bags, backpacks, etc.) should be held on laps or placed under the seat. Carry-on items must not take a seat required for another student. School projects and band instruments are exempted.

Students may ride a different bus and be dropped off at a different bus stop only with parent and administrative approval. Disciplinary action may be taken against students who purposely board or exit a bus at a stop other than the assigned stop.

Students riding a NNPS school bus are required to scan their T-pass in order to get on and off the bus. T-Passes are to be easily accessible while entering and exiting the school bus.

Students are expected to observe the following rules for safety and courtesy on the bus and at the bus stop.

### At the Bus Stop

- Arrive at the assigned stop ten minutes before bus pickup
- **Be visible** (i.e. stand on the sidewalk or the edge of the street by the curb)
- Stay off private property
- Do not stand on the traveled part of the road
- Be respectful and watchful of traffic
- Wait quietly and orderly

### On the Bus

- Scan your T-pass
- Sit in assigned seat
- Remain seated at all times
- Cooperate with the driver and practice orderly conduct
- No profanity or obscene behavior
- No smoking
- No eating or drinking
- No vandalism
- No body parts outside bus
- No live animals
- No unsafe objects or weapons
- No throwing items from the bus or on the bus
- No glass
- No balloons
- No skateboards

### When the Bus Arrives

- Allow the bus to come to a complete stop
- Board the bus in a quiet and orderly manner
- Cross in front of the bus

### Leaving the Bus

- Remain seated until the bus comes to a complete stop
- Leave in an orderly manner
- Leave at your assigned stop

## In the Event of an Accident Involving the School Bus

- Emergency Medical Services Personnel and Transportation Staff will respond immediately and check for injuries.
- Students should remain with the bus until released by school staff, Emergency Personnel, or a Transportation Supervisor.
- Bus Drivers may only release students at their assigned bus stop or school.
- Parents who respond to the accident location and request release of their student must present identification and only sign out their own student from the Transportation Supervisor or School Staff.
- Uninjured students will be transferred to a recovery bus to continue the bus ride.
- School Staff will notify parents as soon as possible of serious accidents or provide written notice of minor accidents.

## Bus Stop Responsibilities of Preschool and Kindergarten Parents

Pre-school and kindergarten students must be met at the bus stop by a responsible person. If no one is available, the child will be returned to school and the Parent will be contacted to pick up the child.

The Department of Transportation for Newport News Public Schools is available to answer questions regarding transportation of students to school or questions regarding walking students.

*Parents should call the following numbers for assistance:*

- NNPS Transportation: 757-881-5052
- Newport News Police Department: 757-247-2500

### Safety Tips for Walking to Bus Stops and to Schools

- Always walk with a friend or in a group.
- Walk on the sidewalk or near the roadside curb in order to be better seen.
- Stay in well-lit or populated areas.
- Never approach or talk to anyone you do not know.
- Report any suspicious activity or anything that makes you feel uncomfortable. Dial 911 if necessary.

## The Three Card System

The Three Card System is designed for the protection of young students, and to ensure the appropriate, secure transfer of pre-school and kindergarten students from the school bus.

Schools provide Parents with three identification cards that match their child's identification tags. Parents or their designated responsible person must present the cards to receive the pre-school or kindergarten students from the school bus.

Parents must also have the name of one responsible person printed on the back of the child's identification tag. That person may receive the pre-school or kindergarten student from the bus by presenting a driver's license or other picture ID card.

Bus drivers must enforce that pre-school and kindergarten students are transferred only to persons who have the matching card or are designated on the back of the child's tag. Parents must ensure that these students continue to wear their ID tags and show the card daily in the event that there is a substitute driver who will not know the parent or the child.

**Pre-school and kindergarten students will be returned to school when the matching identification card is not presented by the person responsible for receiving the student.**