



Gladewater I.S.D
BUS RIDER SAFETY HANDBOOK
2023 - 2024

Dear Parents /Guardians and Student Bus Riders,

The goal of this Bus Rider Handbook is to assist you in helping us in providing a safe and enjoyable experience for all children that ride the school bus. Because the rules for discipline have changed, parents are encouraged to read and discuss the materials in this handbook with their children.

The school district is pleased to be able to provide transportation for its student population; however, proper behavior will be expected and students who do not follow the rules will be dealt with according to this handbook and the Student Code of Conduct. Please review the discipline consequences for each infraction committed by a student. Students are subject to the rules and regulations of the Student Code of Conduct and the Bus Rider Handbook. The expectations of the student on the bus are the same as in the classroom. **If the school bus is the only way that your child has to get to school, please impress upon them the need to follow the rules.**

Riding the school bus is a **PRIVILEGE** provided by the school district and should be treated as such in order to maintain that privilege. If a student chooses not to follow the rules and regulations of our buses, as stated in this handbook, they will need to find an alternative transportation source to and from school.

The information sheet at the back handbook **MUST** be completed and returned to the school as soon as possible. Students who do not return this acknowledgement within an acceptable amount of time, normally 3 days, will not be allowed to board the bus until it is signed and returned.

Each student will be issued a Bus View bus card, this is **required** to ride any Gladewater ISD buses. If a student does not have their bus card they will not be able to board the bus. If a card is lost or damaged, the cost to replace the card will be \$5.00 per card. If the students need a replacement card they will be able to ride to school to purchase a replacement, but will need a card to board the bus that afternoon.

Special Note: Intentionally disrupting the operation of transportation by students or parents is a violation of **ED. CODE 37.126** and is punishable of a \$500.00 fine. Parents/Guardians, will not confront the driver or other students by boarding the bus or block the bus in any matter. If you have questions or concerns, please contact the Transportation Office.

I appreciate your help and cooperation in the safe transportation of your children.

Sincerely
Paul Allen
Director of Transportation
Gladewater ISD
903-845-4356

GO BEARS

SAFETY RULES

- The Bus Driver can and will assign seats to students.
- When boarding the bus walk promptly to your seat and sit down.
- Obey the instructions of the bus driver. At no time will a student act toward, or address comments to a bus driver in a disrespectful manner, or refuse to cooperate with driver
- Eating and/or drinking on any Gladewater ISD bus is not allowed (water only allowed)
- Keep your hands to yourself and avoid making noises that would distract the bus driver or bother other students.
- **If the school bus is equipped with seatbelts, students are required by law to wear them.**
- Remain seated at all times when the bus is in motion.
- Each student will be expected to remain seated the duration of the trip, and remain seated until the bus has stopped and the door has been opened.
- Do not change seats unless given permission by the driver.
- A student shall not refuse to sit in an assigned seat, or deny another student a place to sit.
- Students will treat other students with respect while riding the bus
- Keep the aisles clear at all times.
- Do not throw objects while on the bus (paper, pencils, rocks, marbles, batteries, balls of any type, ect.).
- Help keep the bus clean. Do not take things out of your backpacks, do not throw paper on the floor, put it in the waste paper basket.
- Keep all body parts (arms, hands, head, legs, ect.) inside the bus at all times.
- Talk to your neighbor with an inside voice. No yelling or screaming.
- The use of obscene, vulgar, or profane language and gestures are forbidden.
- Do not vandalize the bus, do not write or draw on the seats, windows, or walls of the bus. Do not poke holes or tear the seats of the bus.
- Face forward with your bottom on the seat, back against the back of the seat, and your feet on the floor.
- Oversized projects and/or large band instruments are not allowed on the bus. If the project or instrument can not ride in the students lap., it must be transported to and from school by the parent.
- Use of cell phones while on the bus is prohibited.
- No photography, videoing or recording of any manner is allowed by any student on the bus.

- Wait until the bus has come to a complete stop before standing to exit the bus.
- Students will use emergency exits and exit controls only during supervised drill or actual emergencies.
- Scuffling, wrestling, and/or fighting is prohibited.

PROCEDURES FOR WAITING FOR THE BUS:

- Be at your stop Five (5) minutes before your scheduled pic-up time. The driver will not wait/honk.
- Stand on the sidewalk or back away from the roadway while waiting on the bus.
- When the bus approaches form a line and be prepared to board the bus immediately.
- Stand clear of the bus until it comes to a complete stop
- If you miss the bus, go home immediately. **Do Not Chase the Bus!**
- Parents should instruct their student on what to do if they miss the bus.

LOADING THE BUS:

- Do not push or shove
- Wait for the bus to come to a stop and for the door to open.
- Use the handrail and the steps properly.
- Go directly to your set upon boarding the bus, sit and face forward. Keep arms, legs, and all belongings out of the aisle.

GETTING OFF THE BUS:

- Stay seated until the bus is completely stopped.
- Use the handrails and take one step at a time when leaving the bus.
- Wait your turn to leave the bus; pushing, shoving, and crowding will only slow exiting and may cause an accident.
- You must have a signed note from your parent and the principal to get off at a stop other than yours.
- Students are only allowed to ride to on of three (3) places, Home, Grand Parents, or a Licensed Day Care. Riding home with a friend, or a place of business is not permissible.
- If any article drops or rolls near or under the bus, do not go after it or approach the bus. Alert the driver and the driver will retrieve it. This is very dangerous and the driver may not see you.

- Take ten (10) giant steps away from the bus, do not go to the mail box, or down the right side of the bus.

CROSSING THE STREET OR HIGHWAY:

- All students that must cross the road or highway shall exit the bus, take ten (10) giant steps in front of the bus and wait for the driver to signal that it is safe to cross. Students should never cross a 4- lane roadway.
- Check both directions and walk directly across the roadway.
- Never cross the road behind the bus, do not go to the mail box.
- Be alert for vehicles that do not stop for the bus while loading and unloading.

ACCIDENTS AND EMERGENCIES:

- Follow the drivers instructions.
- If you must leave the bus, leave your back packs and belongings, stay in a group.
- The following procedure will be used for evacuation in an emergency.
- The student nearest the door will open the door and exit first and hold the door open.
- Leave the bus in single file as quickly as possible. (No pushing)
- Evacuation will start with the seat closest to the door.
- Once outside the bus follow the drivers instructions.

PROHIBITED ITEMS (NOT ALLOWED):

- Tobacco of any kind (cigarettes, cigars, snuff, chewing tobacco ect.).
- Vapes and/or vaping products and E- cigarettes.
- Live animals or insects.
- Glass containers.
- Alcoholic beverages.
- Weapons, explosive devices (to include fireworks), harmful drugs or chemicals
- Matches or cigarette lighters
- Any laser device (pointers, pens ect.).
- Cell phones may be brought on the bus but must be kept in the students back pack or pocket.

Please complete and return this page to school

Please return this page within three (3) days of receipt. Students not returning this page within specified time will not be allowed to ride the bus.

Students Name: _____

DOB: _____

Campus: _____ Grade: _____

Health Concerns: _____

Students Address _____

Parent's Name: _____

Telephone Hme: _____ Work: _____

Cell: _____

Other Emergency Contact:

Name: _____ Telephone: _____

Student: I have received a copy of the Bus Rider Handbook and agree to abide by the guidelines in the handbook for the safety of all that ride and drive the buses.

Student signature & Date _____

Parent/Guardian: I have received a copy of the Bus Rider Handbook and certify that all information provide above is accurate of this date. I Certify that I have read all the contents of this handbook to my child and they understand all guidelines addressed in this handbook.

Parent/Guardian Signature

Date

Discipline

All school board policies that apply to student conduct and other related activities apply to the school bus. Students will observe the same conduct as in the classroom. The bus driver will report all violations to the Director of Transportation. Steps and consequences for improper conduct on the school bus include the following.

1st Offense: Written warning resulting in bus probation.

2nd Offense: 5-day suspension from the bus.

3rd Offense: 10-day suspension from the bus.

4th Offense: 15-day suspension from the bus.

5th Offense: Suspension of bus riding privileges for the remainder of the school year.

A Gladewater ISD Administrator and/or Director of Transportation, with the Bus Driver, may call a parent conference at any time should serious misconduct occur. When deemed necessary, a parent conference may be required before a suspended student's privileges are reinstated. The Director of Transportation has the authority to skip steps or enhance penalties for serious violations. Violations involving vandalism will require that the student provide restitution for repairs necessary to the equipment, or require that the student spend time cleaning the bus to remove graffiti, etc.

A suspension of bus privileges means that a student is suspended from all Gladewater ISD buses. Students found riding any school bus during suspension periods will have suspension periods increased, possibly up to suspension for the remainder of the school year.

RIDING THE SCHOOL BUS IS A PRIVILEGE, DON'T LOSE YOURS.