

Trimble County School District Student Transportation Form 2017-18

The Transportation Dept. of Trimble Co. Public Schools is committed to providing you with the best equipment, drivers and with the safest program as possible. The safety of your child is our number one priority. Riding the school bus is a privilege that should be treated with a great deal of respect. We hope the following information will assist in answering any questions that you may have as it pertains to transportation.

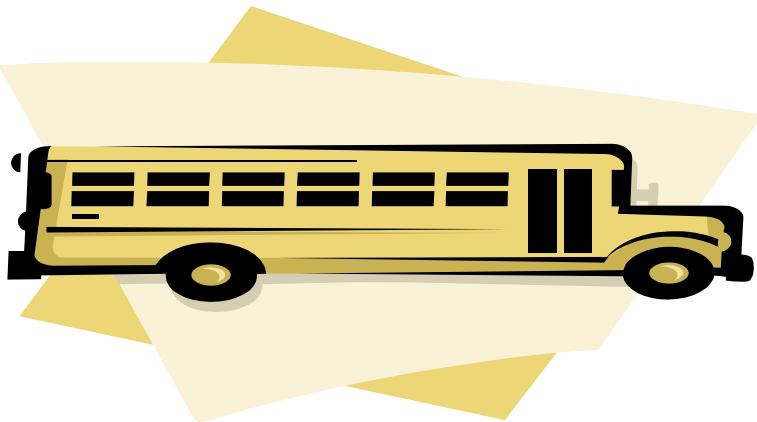
Morning Pick-up - Under normal circumstances the bus should arrive at your home approximately the same time each day. However, if a substitute driver is assigned or there is inclement weather or mechanical problems, this will not be the case. We recommend that your child be waiting at their pick-up point at least 5 minutes before the normal pick-up time. The bus driver IS NOT required to stop the bus and honk the horn and wait for the student. The reason behind this is because if the driver had to utilize this method for all students, it would take much longer to run the route causing delay in students getting to school on time. We will do our absolute best to arrive around the same time each day.

Afternoon Delivery - It will take approximately 3-4 days from the start of school, to establish "normal" drop off times in the afternoon. Your child should arrive home at approximately the same time each afternoon unless there are mechanical issues, inclement weather or traffic delays en route to your home.

Kindergarten and Head Start/Preschool Children - An adult **MUST BE PRESENT** and visible when we arrive at your home with these aged children. If the driver does not see an adult or an older responsible sibling, then the child will be returned to the school and a parent will be required to come for them. This protocol is for the safety and well-being of your child.

Releasing a Student From the Bus - Our bus drivers are trained not to release a child to someone other than the parent/guardian unless there is a signed permission form from the parent/guardian and it has also been approved by the school principal or office designee. In the event that the bus misses your child's stop in the afternoon, the driver will return to your child's stop once they are able to safely turn around. You can contact the bus garage or central office in this event. The driver can be radioed and the drop off time can be accurately communicated. We try to avoid from missing a child's stop but it does happen on occasion.

Alternate Route or "B Plan" - Occasionally due to a shortage of drivers it is necessary for the district to combine routes at times. When it is necessary to do this, and there is sufficient notification to the director, the district will send out a one call announcement and post it on the district's facebook page. When "B Plan" is implemented, you can expect that your child's route will most likely be altered to either an earlier or later pick up or delivery time. We will do our best to communicate this information to you in advance.



Transportation Department

Phone -502-255-5125

Director - Vanita Fogle

Trimble County Schools - It's About Every

Student, Every Day... No Excuses

Regulations for Pupils Riding School Buses

STUDENT CONDUCT - Every student is expected to conduct themselves in an appropriate manner. Infractions are reported to the school principal and the principal is responsible for investigating the incident and administering discipline. For the sake of everyone's safety, student misconduct cannot be tolerated. Student misconduct that is hazardous to other students or distracting to the driver could result in the loss of bus riding privileges. Please be sure to review the "Bus Behavior Violations" Section in the Student Discipline Code Handbook with your children. **GENERAL INFORMATION** - •Students are expected to ride their assigned buses •Students are not permitted to switch buses without authorization from a principal or the Transportation Department •Any student in flagrant violation of these regulations will be subject to disciplinary action in accordance with the Student Discipline Code Handbook **WHILE WAITING TO BOARD A BUS** - •Arrive at your bus stop five minutes ahead of the bus •Keep the roadway clear of books, clothing and other articles. Never play in the path of traffic and stand away from the road when the bus approaches •Do not damage property such as flowers, shrubbery, fences, etc. while waiting for the bus •Do not throw objects at passing vehicles •Fighting at the bus stop and on the way to and from school bus stops is subject to disciplinary action and should be reported to the principal •Do not run alongside the bus when the bus is moving •Wait until the bus stops and then walk to the door and board the bus in an orderly manner •Students living on the opposite side of the road from a bus stop should wait on their side of the road until the bus arrives and the driver gives the signal to cross the road **WHILE RIDING THE BUS** - •Obey the bus driver's instructions-the driver is in complete charge of the passengers. Complaints regarding discipline should be discussed with school principals •The driver has the authority to assign seats •Books and other objects should not be piled in the aisle-they are to be held in your lap •Band instruments or other large objects are only permitted if the item can be held in the student's lap •Be seated immediately and remain seated while the bus is in motion •Do not extend arms, legs, or head out of the bus •Pets and animals are not permitted on the bus •Do not tamper with the emergency door, fire extinguisher or other equipment •Do not mar or deface the bus. Anyone caught damaging the seats or equipment will be subject to disciplinary action and restitution •Do not fight, argue or create loud disturbances •Do not shout/yell to pedestrians, other vehicles and DO NOT throw objects from the bus window •Do not throw trash in the floor •Smoking, eating, and drinking are not permitted •Profanity, vulgarity and obscene signs are prohibited •Cell phone use is not allowed without the consent of the bus driver or principal **ON THE TRIP HOME** - •Passengers are permitted to leave the bus only at the regular, designated stop. Any change must be requested in writing and approved by the principal or designee •When exiting the bus, the pupil should go in front of the bus and wait for the driver to give the signal to cross the road. NEVER cross the road in the rear of a stopped school bus **RESPONSIBILITY OF PARENTS** - •Report any misconduct on school buses to the principal •Report all traffic hazards and the bus numbers of all buses observed being operated carelessly to the Transportation Dept. at 255-5125 •Encourage students to observe all safety and conduct regulations established for the safe operation of the bus •Observe with extreme caution when approaching bus stops, moving buses or stopped buses •Help supervise large numbers of children at bus stops •Ensure that your children are at the stops five minutes before the bus is scheduled to arrive

This form must be signed and returned to the school – Even if your child doesn't ride a bus daily, we must have on file for field trips.

STUDENT – I have read and understand the Regulations and agree as a passenger to abide by the regulations

PARENT – I have read and understand the Regulations and agree to assume full responsibility for my child's conduct on the school bus

Head start/Preschool BES MES TCMS TCHS

Student Name

Grade

Please check which school your child attends

Physical Address

City

State

Zip Code

Phone Number #1

Phone Number #2

Phone Number #3

Parent/Guardian Signature

Primary Transportation to School (check all that applies) Car Rider Walker School Bus

Transportation Codes (check one only please) NT – not transported by bus T1-over one mile twice daily T2- under one mile twice daily
 T3-over one mile once daily T4- under one mile once daily T5-handicapped/special transportation

