#### Ed-Co School Bus Transportation General Information

Transportation is a privilege that is offered to students that live one mile or more form the school.

Parents are not permitted to board the school bus unless they are acting as chaperone or have prior approval by the Director of Transportation and Building Administrator.

Parents are encouraged to monitor the safety of students at bus stops, especially elementary students.

The bus is an extension of the classroom, thus the same discipline codes apply and will be administered by a Building Principal.

Any offense committed by a student on transportation provided by or through the district shall be disciplined in the same manner as if the offense had been committed at the student's assigned school. In addition, transportation privileges may be suspended or revoked. If a bus suspension results, the family is responsible for providing transportation for the student.

Please be advised that cameras are installed on buses and digital recordings may be reviewed if necessary.



If a situation arises that endangers the students, the driver may take any of the following actions:

- Stop the bus.
- Evacuate students from the bus.

• Call school administration and/or law enforcement.

### Ed-Co Bus Expectations

- 1. Riders must be at the designated loading point before the arrival time.
- 2. Wait in an orderly manner, on the shoulder, not on the traveled portion of the highway. Stay out of the way of traffic when boarding the bus.
- 3. Maintain a safe distance from the bus unloading zone at bus arrival and departure time
- 4. Caution: All students shall be received and discharged from the right front entrance of every school bus, and if said students must cross the highway, they shall be required to pass in FRONT of the bus only, look in both directions, and proceed to cross the highway only on SIGNAL from the bus driver. Do not cross the road or highway upon discharge or in preparation to board the bus until the bus has come to a complete STOP with the flasher signals in operation and the STOP SIGNAL ARM extended. Repeat: Wait for signal from the bus driver before crossing. ALL traffic (approaching from either direction) MUST STOP. Be sure that it does STOP before crossing the highway. Do not cross the highway behind the bus. Walk on the left side of the highway facing traffic at all times.
- 5. Riders must wait until the vehicle comes to a complete stop before attempting to enter.
- 6. The Emergency Door is to be used only in case of emergency.
- 7. Board the bus and leave the bus in an orderly fashion.
- 8. Keep all personal belongings out of the aisle.
- 9. Stay out of driver's seat and do not play with the bus controls.
- 10. Keep all parts of your body and objects in the bus at all times.
- 11. Talk in tones and appropriate volume that will permit the driver to hear any signals or emergency warnings.
- 12. Remain seated while the vehicle is in motion.

- 13. Emergency equipment (First Aid Supplies, Fire Extinguisher, etc.) is for emergency use only. Keep hands off.
- 14. Students may not have anything in their possession (i.e. sticks, firearms, sharp instruments, water pistols, etc.) that may cause injury to another or distract the attention of the driver.
- 15. Students should be polite and courteous to persons who they pass on the route.
- 16. Any student assigned to a permanent seat by the driver or school representative must occupy that seat for the period of time designated.
- 17. Have respect for the rights of fellow passengers. Keep your hands off one another and off the personal belongings of others.
- 18. Students shall not use foul language at any time nor shall anyone make hand gestures considered to be out of place and morally unacceptable.
- 19. Roughhousing in vehicle is prohibited.
- 20. Riders who damage seats or other equipment will reimburse the school district for the cost of the repair or replacement.
- 21. When leaving the bus, all students shall remain seated until the bus has come to a complete stop.

With parental support, each student is expected to demonstrate acceptable conduct and be aware of correct safety procedures while traveling on an Ed-Co school bus.

Students that create safety problems on school buses may be denied the privilege of transportation. Students may be denied a ride to school the next morning upon consultation of the driver, Director of Transportation, and Building Principal.

#### Ed-Co JR/SR High School

403 W. Union Edgewood, Iowa 52042 563-928-6412 563-928-6414 fax

#### **Ed-Co Elementary**

409 East Street Colesburg, Iowa 52035 563-856-2415 563-856-2113 fax

#### **Positive Consequences**

For compliance with expected student behavior and bus regulations, drivers may compliment, praise or thank the student.

#### **Negative Consequences**

For violations of expected student behavior and bus regulations, the following could result:

- Verbal warning.
- Assigned seat.
- Call or conference with family.
- Suspension of bus riding privileges.
- Additional student handbook consequences.

#### Expected Usage Guideline for Bus Seatbelt Usage

Edgewood-Colesburg School District has begun the process of adding lap-shoulder belts on school buses. Along with the implementation is the expectation that all students on equipped buses will use the lapshoulder belts. Any student not in compliance with all school bus rules and guidelines will be handled in accordance with the usual student discipline process.

#### Dear Family,

The purpose of this brochure is to provide families and students with information about the transportation services offered by the Edgewood-Colesburg Community School District.

Included in this brochure is a listing of basic transportation procedures, regulations, and services that guide the operation of the transportation program. These procedures and regulations are in accordance with Ed-Co Board policies and individual school expectations.

It is our intent that these guidelines and regulations contribute to the safe and efficient operation of the Ed-Co transportation system. Please read this brochure and handbook with your student to understand procedures and guidelines to maintain safety on the bus.

If you have any questions about the information contained in this brochure or any questions about transportation, please contact the school district at (563) 928-6411.

Sincerely,

Rob Busch Superintendent

Emergency Closings When Ed-Co Schools are closed due to emergencies or inclement weather, details will be announced via text, TV, and radio announcements. Information will be provided on the Edgewood-Colesburg School web site at <u>www.edge-cole.k12.ia.us</u>

Please notify the bus driver if the student is going to be picked up from the bus stop by someone other than the parent or regular caregiver.

# Edgewood-Colesburg Community School

## Transportation Information



Rob Busch Superintendent

**Dawn Voss** Jr/Sr High Principal

> Patty Briggs PK-6 Principal

Adam Meyer Transportation Director