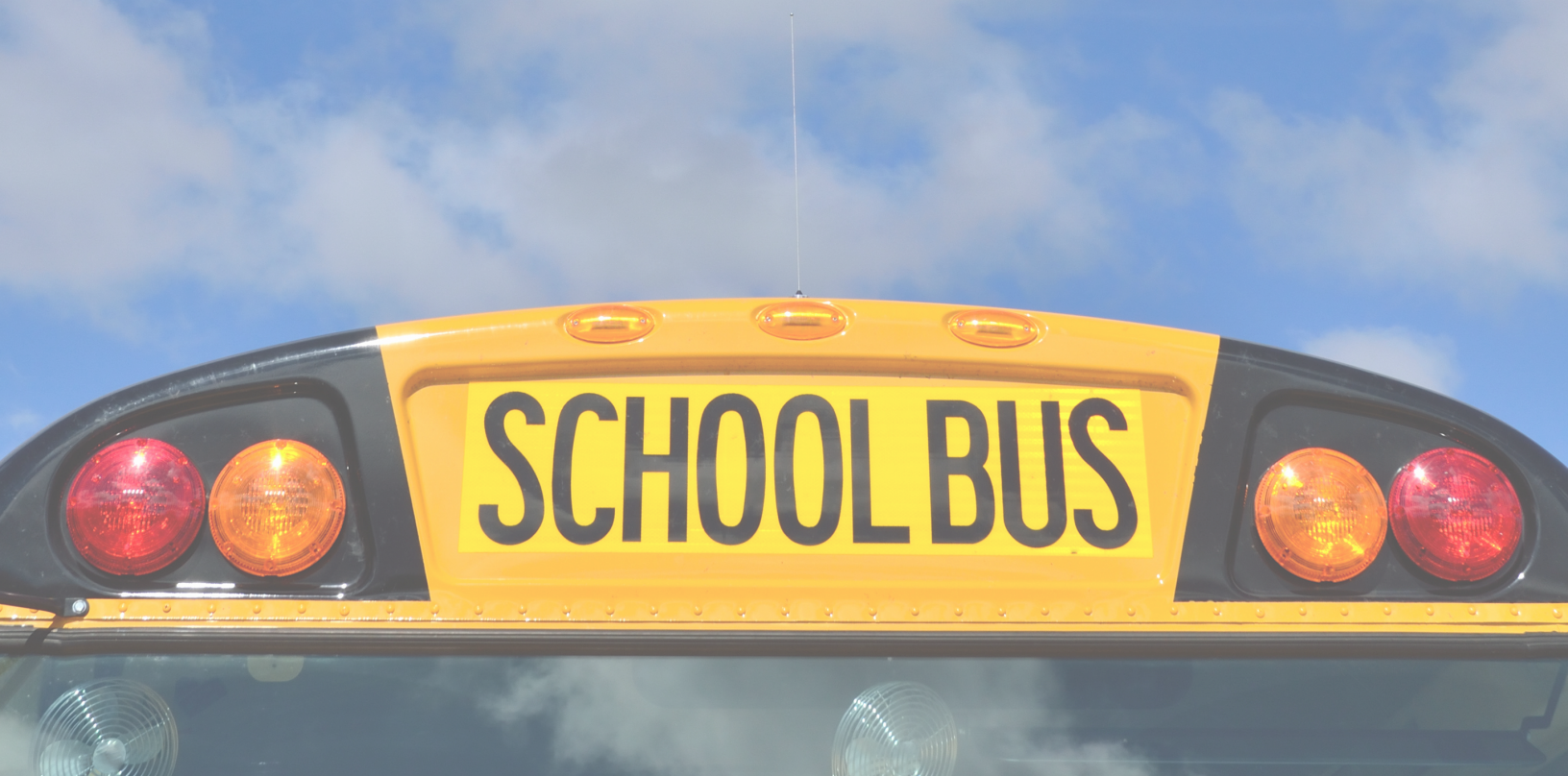




RIVER VALLEY

LOCAL SCHOOL DISTRICT

TRANSPORTATION HANDBOOK



OVERVIEW

The Ohio Department of Education and River Valley Local Schools have adopted the following rules and regulations for all students riding the bus to and from school.

Bus routes and bus stops within the River Valley District have been established by the transportation supervisor and are approved by the board of education annually.

These routes are set up to transport students who live within the boundaries of particular routes. Additionally pickup and drop off locations for students should be no more than (2) different locations – example: home and babysitter. This is to avoid confusion for students, drivers and school staff as well as setting capacities on buses. In cases of an emergency when the designated pickup or drop off location will not work contact the transportation supervisor to make other arrangements.

Students should be at their bus stop 5 minutes prior to the arrival of the bus, this is to ensure they do not get missed. If a student misses the bus at their regular stop, a parent or guardian is responsible for transporting them to school. Parents should *never* try and catch or attempt to stop a bus on its route.



FAQ

What time will the bus arrive?

Drivers pick routes in the beginning of August, at that point they are given student lists, and begin to plan out their routes. Rough times can be given in most cases, but by no means will it be exact. Typically by the 2nd full week of school times will be consistent and that is when you can expect to see your bus.

What time will the bus be here on a day with a delay?

Best practice for this is to add how ever long the delay is to your current pick up time, for example on a 2 hour delay day a pick up of 7:45am would now be 9:45am

What if I miss the bus?

To help ensure you don't miss the bus, please be at your stop 5 minutes prior to the scheduled pick up time. If you still happen to miss this bus, you can call the school and we can radio the driver to see if they are still in the area. Never chase down a bus to get your child on it. If the bus is not in the area it will be your responsibility to bring your child to school that day.

Can we have friends ride home?

Bus routes are constructed with the number of students a bus can hold safely in mind, therefore if your child is having a friend or friends over, please arrange a pickup from school on that day.



BUS RULES AND CONDUCT

River Valley Local Schools provides transportation for students K-12 as in compliance with state law. Riding the school bus is a privilege, and if proper conduct and behavior is not displayed when on the bus, students may lose their privilege to ride the bus to and from school.

- Please be ready and at your designated stop 5 minutes prior to bus arrival
- When riding the bus, the driver is the authority, and may have more rules than what is stated in the handbook.
- Respect other riders, No harassment of any kind (verbal, physical, or sexual)
- Students are to keep the bus clean and sanitary - no gum, food or drinks are permitted on the bus
- Keep arms, hands and head inside of bus at all times
- Throwing objects inside or outside of the bus is prohibited
- No drugs or alcohol, including paraphernalia, and e cigarettes
- Remain seated and facing forward
- Talk Quietly
- Possession/or threat of a weapon will result in suspension from bus
- No explicit language, materials or gestures
- No speakers or electronic devices that may disrupt safe operation of bus
- Do not damage the bus – (ripping seats) if caught you will be responsible for the reimbursement of damage
- Be courteous and have a safe trip.



DISCIPLINARY ACTIONS

If rules are broken, disciplinary actions will come from the transportation supervisor and building principal, and depending on circumstances, may include removal from the bus and school suspension. We use the following as a guideline, but depending on the offense more severe actions may take place

- 1st Written Offense - Parent notified
- 2nd Written Offense - Parent Notified, 3 days loss of bus riding privilege
- 3rd Written Offense - Parent Notified, 7 days loss of bus riding privilege
- 4th Written Offense - Parent Notified, Loss of bus riding privilege for the remainder of the school year.

Under extreme circumstances bus riding privileges may be suspended longer than a school year or continue into the following school year.



BUS CAMERAS

All of River Valley's school buses have been outfitted with cameras, with each of them having at least one mounted in the front above the driver. Most however do have a two camera system, one in the front and one in the rear. These cameras are in place to help ensure your student has a safe ride to and from school. These tapes can also aid in disciplinary actions that may need to be reviewed. All recorded videos are maintained and reviewed by the transportation supervisor, building principal, and the driver.



SUBSTITUTE DRIVERS

Throughout the school year, you may notice a substitute driver driving your student's bus. These drivers have the same training and licensing as the full time drivers. Substitute drivers will have the same authority as the normal driver when driving that route. Since substitute drivers do not run the routes every day, we ask that you have patience with them, as they may encounter problems along the way as they are reading off a route sheet. Also we ask that the students be cooperative and help the substitute driver with stops and locations.



OPEN ENROLLMENT BUSING

Open enrollment busing is offered at River Valley, but is determined by current capacities on our route buses. OE transportation is not a guarantee, please check with the transportation supervisor to see if there is room on a route that meets your needs.

New open enrollment riders will not be assigned to buses until the start of the 2nd full week of school so plan accordingly. This is due to late enrollees from in district children and other factors that happen at the start of a new school year



EMERGENCY MEDICAL CARDS

In the state of Ohio, it's a law for every student who rides a bus to have an emergency medical card filled out and present on the bus they ride to and from school. This is for the safety of your student, one of the first things emergency personnel ask for when arriving at an accident is for the medical cards.

These forms can be filled out electronically in Final Forms!



TRANSPORTATION SIGN-UP

Anyone needing transportation to River Valley, home or both will need to sign up for this service. This is part of your student(s) Final Forms. You will need to fill out your home address, and the address in which your child will be needing to ride the bus to or from if it is different than their home address.

Final Forms will also have the Emergency Medical Card form that will need filled out.

You will also have a sign off for this handbook, stating you and your child have read through and fully understand the expectations of riding the school bus at River Valley.

These three items will need to be completed in order to ride a bus.

TRANSPORTATION SUPERVISOR - SCOTT HOFFMAN

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