

Dear Parents:

If your student is riding a school bus, please know that safety is a priority in the Shawnee Mission School District. We abide by regulations set forth by the Kansas State Department of Education/School Transportation as well as supplemental district policies and expectations in order to maintain a safe and efficient transportation program. The bus ride is considered an extension of the school day. Therefore, it is important that students understand all school expectations that apply while riding on the bus. Additionally, buses are equipped with video cameras which record both visual and audio. **Bus stops can be up to ¼ mile away for Elementary students and ½ mile away for Secondary students. Kindergarten and 1st graders will need an adult to be at the bus stop to receive the student.**

Please review the safety regulations below with your student. Remember the bus is an extension of the school and class room and those expectations apply as well. Failure to comply with these safety regulations may lead to a suspension of bus privileges.

School Bus Safety Regulations and Expectations

1. Prior to loading the bus students shall:
 - Be on time! Students should be at the designated **bus stop 5 minutes prior to the stated time of bus arrival**. The bus cannot wait beyond its regular schedule.
 - Conduct themselves in a safe manner while waiting for the bus.
 - Be careful in approaching a bus. Remain ten feet from bus until the bus comes to a complete stop and the driver signals you to load.
2. On the bus students shall:
 - Follow all school regulations and expectations while on the bus. Show respect for self, other people, and property, including the bus and the bus driver.
 - Remain seated with feet on the floor while the bus is in motion.
 - Ask permission to adjust windows. Driver is in charge of bus.
 - Keep all body parts and all objects inside the bus.
 - Not change clothes on the bus
 - Not bring food or drink aboard the bus
 - Not bring animals, except approved service animals, on the bus.
 - Not bring weapons of any type aboard the bus.
 - Not bring or consume tobacco products, alcohol products or illegal drugs aboard the bus.
 - Carry only backpacks, books, school supplies and coats on the bus. All other items must be approved by the driver before bringing them on the bus. The bus aisle must be kept clear.
3. When departing the bus students shall:
 - When crossing the road, walk at least ten feet out and ten feet in front of the bus. The bus driver will signal when it is safe to cross the road; and student will also look to make sure that no traffic is approaching from either direction before crossing the road. Students should never cross the road behind the bus.
 - Only get off the bus at their regular designated stop. The driver will not discharge riders at other places than the regular designated bus stop, unless proper authorization is received from the parent and a school official.
4. On extra-curricular trips students shall:
 - Follow the direction of the driver. The driver is in charge of the bus at all times.
(Follow the above regulations and expectations; they apply to any trip under school sponsorship)
5. The bus driver shall:
 - Have assigned seats for students on all routes. Driver will direct the students on where to sit.
 - Ask student name when checking the bus roster. Secondary grade level students may be asked to show student I.D.
 - Sanitizing and disinfecting will occur at the end of each day.

Procedures for Bus Riders Requesting Multiple Bus Stops

DS Bus Lines is only authorized to assign routes and bus stops to students at corner bus stops near their home addresses according to the SMSD student information system. If a parent/guardian would like their student dropped off at any other location on a regular basis throughout the school year, please refer to the procedures below.

1. The parent should provide the school with a written request giving permission for their student to be dropped off and/or picked up at a bus stop different than the one they are assigned to on our computer records.
2. The parent must choose an existing bus stop listed on the bus route for the alternative bus stop. A new stop will not be created as an alternative bus stop.
3. If the school approves the parent request for an alternative bus stop, the school should inform DS Bus Lines and DS Bus Lines will inform the driver.