

Student Medications

Bus drivers are not permitted to transport or take custody of any medications for students, including prescription drugs, epinephrine auto-injectors (such as an EpiPen), seizure or diabetes medications, etc. School Board Policy JHCD, *Administering Medicines to Students*, requires that a student's parent/guardian deliver prescribed medication to the school. Parents/guardians should discuss any medical concerns with their child's school nurse.

Frequently Asked Questions

What is the maximum distance a student will walk to a bus stop? Bus stops are assigned such that elementary students walk no more than 0.3 miles and middle/high school students walk no more than 0.5 miles.

Can a student board the bus with large items such as athletic equipment or a band instrument? Any object carried onto the bus must be able to be held in the student's lap. All objects aboard the bus must be secured, and the aisle of the bus must remain clear of obstructions.

Can bus drivers assign seats to students? The bus driver is in charge of the bus and, for safety purposes, may establish rules and assign seats.

Are there cameras on the bus? There are four cameras on each school bus and one camera on each van. When necessary, video recordings are used to review student behavior with school administrators.

Can a student ride a different bus than the one to which they are assigned? So long as there is space available, a student with a valid bus pass may ride a different bus to an authorized bus stop. Bus passes are valid for one day only.

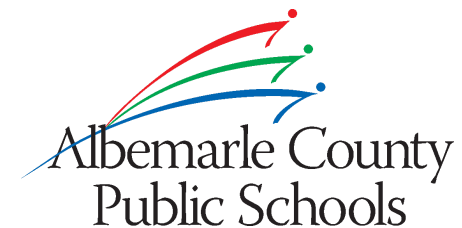
Can someone other than a parent/guardian or designee pick up my child from the bus stop? A student must have a valid bus pass to be released to someone other than a parent/guardian or designee. Bus passes are valid for one day only.

Can I request a different bus stop for my child? If a student regularly needs transportation to or from a location other than home (due to custody arrangements, child care, or after-school activities), the parent/guardian can use the "Alternate Bus Stop Request Form" (found within the "Parent Resources" tab of the Transportation Services website) to request a different bus stop. Please note: Such requests may not be honored for the first 15 days of school while bus ridership is being determined. Also, permission to ride a different bus may be rescinded later in the year if ridership on the alternate bus changes.



PARENT'S GUIDE TO TRANSPORTATION

2022-23 SCHOOL YEAR



Department of Transportation Services

110 Lambs Lane, Charlottesville, VA 22901
(434) 973-5716
k12albemarle.org/transportation

Director of Transportation Services
Charmane White
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Notice to Parents & Guardians

The information contained in this guide is intended to provide you with more knowledge about school bus safety and the responsibilities of the students we transport. If you have questions that are not answered within this guide, please contact Transportation Services at **(434) 973-5716** or visit our website at k12albemarle.org/transportation.

The safety of our school bus passengers and drivers is our top priority. We carefully select and train drivers and transportation assistants who show a desire to serve students safely, dependably and efficiently. We also depend on your help to provide the safest and most efficient system of pupil transportation. Please take some time to familiarize yourself with the contents of this guide and to help your child understand their responsibilities as a bus rider. Also, if your transportation needs change or you need to update your contact information, please call your child's school.

Thank you for your partnership!

Student Supervision

Parents/guardians are responsible for the safety of their children when walking to and from the bus stop and while waiting at the bus stop. Any incidents observed by the bus driver will be reported to school administrators.

Supervision expectations for elementary students are detailed below. Parents/guardians may designate up to three adults (including themselves) to provide supervision. Adult supervision is not required at bus stops for middle and high school students.

Pre-K and Kindergarten Students: Adult supervision must be provided for students in pre-K and kindergarten for both morning pickup and afternoon drop-off. Supervision may not be provided by older siblings.

Older Elementary Students: Students in grades 1-5 must be met at the bus stop for afternoon drop-off by a designated adult, unless the parent/guardian has specified that their child does not need supervision. Without this special permission, the student will be transported back to school.

Please note: When a student rides the bus home as the guest of another student, the driver will follow the supervision status of the host student, unless directed otherwise by a valid bus pass.

Responsibilities of Students

WAITING FOR THE SCHOOL BUS:

Arrive at the assigned bus stop 5 minutes before the scheduled pickup time and wait in an orderly manner, as far from the road as possible, until the bus arrives.

BOARDING AND EXITING THE SCHOOL BUS:

- Board and exit in an orderly fashion: Never push or shove and always use the handrail. Do not wear earbuds, headphones, or any device that may prevent hearing traffic or the instructions of the bus driver.
- If you must cross in front of the bus, check traffic and wait for the bus driver's signal before crossing. When exiting the bus at a door-side stop, move directly away from the bus.
- If you drop anything outside the bus, get permission from the bus driver before picking it up.
- Upon boarding, move directly to your seat, sit facing forward, and hold your belongings on your lap.
- Always get off the bus at your assigned stop.

RIDING THE SCHOOL BUS:

- Remain seated and facing forward. Do not stand up, walk in the aisle, switch seats, or hang over the seats. School buses have strong, closely-spaced seats that have energy-absorbing seat backs designed to protect riders when they sit facing forward.
- Do not distract the driver. Speak quietly to other students, but only talk to the driver in an emergency or when the bus is stopped. Do not make loud noises or throw things, and keep your hands and feet to yourself.
- The following will not be tolerated: fighting, causing physical harm to another student, profanity, racial and ethnic slurs, and making fun of another person's disabilities. Students who do not respect their fellow riders will be reported to school administrators.
- Drugs, alcohol, and tobacco products, including electronic cigarettes, are not allowed (on the bus or at bus stops).
- No balloons or pets are permitted on the bus, and all glass objects must be secured in a backpack.
- Vandalism is prohibited. Families are responsible for any damage.
- Use of electronic devices will be at the driver's discretion.

EXITING THE SCHOOL BUS DURING AN EMERGENCY:

- Leave all personal belongings on the bus.
- Remain calm, listen for instructions, and never push or shove.
- Exit through the rear emergency door: Crouch down low and bend the knees. For support, place hands on the helper's shoulders. Jump from the door and land on the balls of the feet.
- Watch for traffic and pedestrians.