



Bus Safety Guide

Lakewood Local School District

BUS RULES & REGULATIONS

Students who are riding the school bus are under the authority of the bus driver. In order to have a safe ride to and from school, it is important that each student cooperate with the bus driver and practice safe bus riding habits at all times. Please note the following rules. This list is not meant to be all-inclusive. Rules based on Ohio Law 3301.83.08

Student Conduct at the Bus Stop

1. Students are expected to be at their bus stop at least **five minutes** before the assigned arrival time of their bus. Drivers are not required to wait for children not at their bus stop on time; this makes each stop after that late.
2. All students in the A.M. must wait at their Point of Safety location as assigned by their driver. In the P.M. they must return to their Point of Safety and wait until the bus drives away before going home.
3. Students required to cross the street should do so at least ten feet (10 giant steps) in front of the school bus and after the driver has signaled he student that it is safe to do so.
4. Parents or responsible caregiver of preschool thru 3rd grade students shall be at the bus stop with their children making sure they wait in a safe and orderly manner.

Student Conduct on the Bus

5. Students are to cooperate, show respect and follow the instructions of the bus driver.
6. Remain in your assigned seat at all times except when loading or unloading the school bus.
7. Normal conversation will be permitted except total silence at railroad crossings.
8. No fighting, hitting, horseplay or teasing will be permitted.
9. Yelling, questionable language such as profanity, name calling etc. will not be tolerated.
10. Students are to keep hands, head and other objects inside the bus. Students shall not throw items inside of the bus or out of the bus windows.
11. Students are to keep the bus clean and not damage the bus. Any damage to the bus may result in student or parent being billed for repairs.
12. No drinking, eating including suckers/candy or chewing gum will be permitted on the bus.
13. No pets, explosives, glass, dangerous objects, guns, knives or likenesses of, will be permitted on the bus.
14. Check with transportation office before transporting large class projects or musical instruments. All carry-on items must fit on a student's lap. Wheel type book-bags are not allowed on the bus.
15. No selling or soliciting on the bus.
16. Students will not be permitted to ride another bus other than their assigned bus without a written note signed by parent or legal guardian and approved by the principal, pending room on the bus.
17. Students must not tamper with or open a school bus emergency exit unless directed to do so by the bus driver.

Departing the Bus

18. Remain seated until the bus comes to a complete stop.
19. Walk carefully, quickly & quietly using the handrails while exiting the bus.
20. Depart at your scheduled stop or at a stop approved in writing by your parents and the principal.
21. At the bus stop, if crossing take ten (10) giant steps beyond the bumper of the bus. Look up to see the driver who will signal you with a drop of his/her hand. Check both ways for traffic before crossing.
22. Never go back to pick up anything you drop or forgot.
23. Never cross the road in the rear of a stopped school bus.
24. Go directly to your point of safety; after the bus pulls away go straight home.

Parent Reminders

25. Any HS/MS student who misses the bus will not be repeatedly picked up on the elementary route and taken to the HS/MS at the end of that route. Bus transportation in this case is the parent's responsibility.
26. Parents are not allowed on the school bus. Wait off the bus to speak to the driver
27. On days we are not in session and the Vocational/Parochial schools are, bus transportation will be provided from pick up points only, not from individual homes. A schedule will be provided.
28. If you are going to be late meeting your student at the bus stop please call the Transportation Office at 740-928-8886 and let them know. Arrangements can be made for you to pick your student up at the Transportation office at 4291 National Rd. at the end of the bus route.

Parent Signature _____ Student Signature _____ Date _____

BUS DISCIPLINE PROCEDURES

Parents, please be aware of the following consequences and take note that you will be responsible for student transportation to and from school when your student is suspended from the bus. This list is not intended to be all-inclusive as it is impossible to cover all situations. These consequences follow verbal warnings already given by the driver:

Level 1	
Violations	Consequences
<ul style="list-style-type: none"> • Offensive language – spoken, written, or gestures, disrespect to other students • Horseplay, excessive noise, loud talking, disruptive behavior • Not sitting in assigned seat • Eating or drinking on the bus 	<ul style="list-style-type: none"> • 1st offense - Principal conference with student • 2nd offense - Parent notification and /or noon detention(s) after school or Saturday school • 3rd offense - Suspension of bus riding privileges for 1-3 school days • 4th offense - Suspension of bus riding privileges for 3-5 school days • 5th offense - Suspension of bus riding privileges for 5-10 school days or 5 school days plus after school detention for 5 days • 6th offense - Could result in suspension of bus riding privileges for the rest of the semester or recommendation of expulsion off the bus for the rest of the school year.

Level 2	
Violations	Consequences
<ul style="list-style-type: none"> • Disrespect – to driver or school personnel, not following driver's instructions • Throwing objects • Fighting • Arms, hands, head, feet or objects out of bus windows • Standing or moving from seat to seat while bus is in motion • Intimidation, harassing, sexual harassing • Not following drivers signal to cross or not cross road • Possession or use of tobacco products, matches, lighters, etc. • Tampering with emergency equipment, doors or windows 	<ul style="list-style-type: none"> • 1st offense – Suspension of bus riding privileges for 1 -3 school days. • 2nd offense – Suspension of bus riding privileges for 3 -5 school days. • 3rd offense – Suspension of bus riding privileges for 5 - 10 school days or 5 school days plus after-school detention for 5 days. • 4th offense – Expulsion from the bus privileges if deemed appropriate by Superintendent. Conference (mandatory) as soon as possible with student, parent and principal.

Level 3	
Violations	Consequences
Defacing or destruction of property of others and/or school property, i.e., school buses	Payment for damage by parent & suspension or expulsion from bus riding privileges.
Possession or use of illegal drugs, drug paraphernalia, or alcohol (alcohol may be determined by odor)	<ul style="list-style-type: none"> • 1st offense – 10 day out of school suspension and notification of appropriate law enforcement agency if applicable, 5 days may be suspended with counseling • 2nd offense – Recommendation for expulsion from school and notification of appropriate law enforcement agency.
Selling, or distributing illegal drugs or alcohol (alcohol may be determined by odor)	1 st offense – 10-day suspension with recommendation of expulsion from school and notification of appropriate law enforcement agency.
Possession of Dangerous objects and weapons	Recommendation of expulsion from school, notification of appropriate law enforcement agency and conference is mandatory with student, parent, and principal. Any student who brings a firearm, as defined under Federal law, on the school bus shall be recommended for expulsion from school for at least one (1) year unless the Superintendent reduces the punishment for reasons justified by the particular circumstances.

It's the Law!

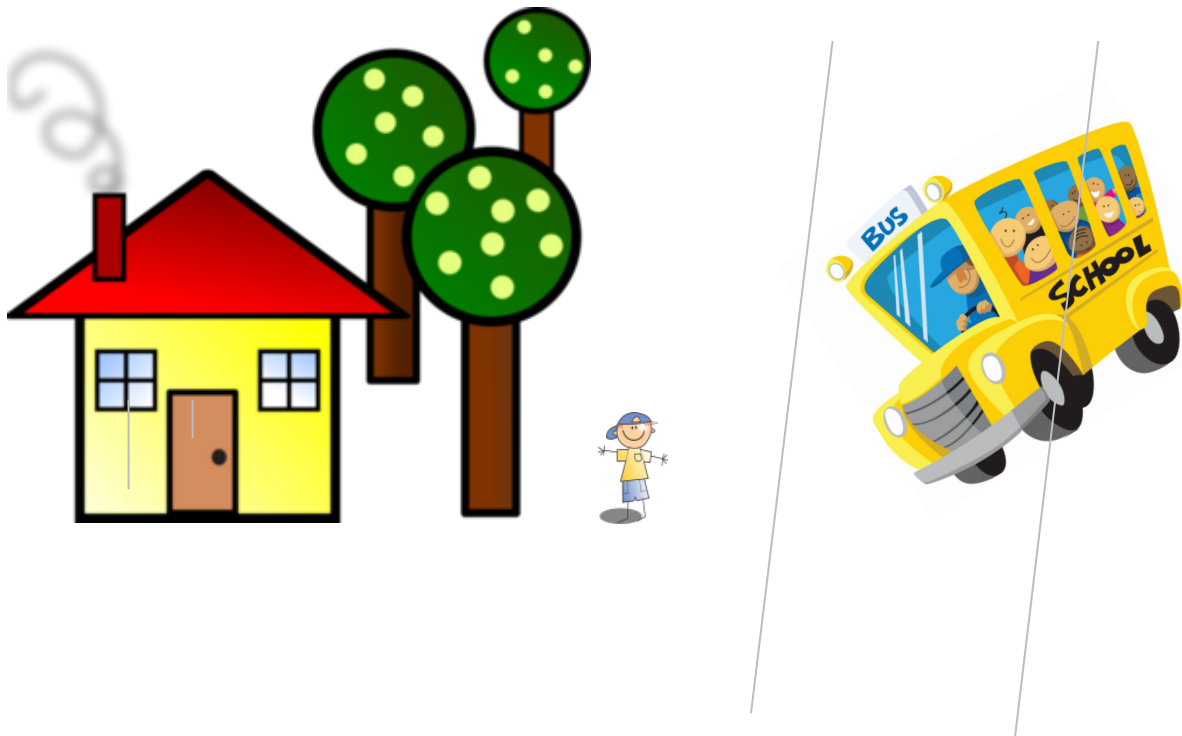
“Point of Safety”

What is it? Where is it?

Why does my child have to follow it?

According to the Ohio Revised code 4511.75 all students are required to wait for the bus in the a.m. and return in the p.m. to a safe place, referred to as the “Point of Safety”. The Point of Safety is a location assigned by your child's bus driver. It may be by the big oak tree, behind the fence post, 20 steps up the driveway, or any other specific location the driver feels will keep your child safe.

The purpose of this rule is to keep your child out of the road while waiting for the bus, and out of the danger zone around the school bus. The “DANGER ZONE” is the blind spot 10' around the bus. The bus driver must be able to see your children in the morning when she/he stops to pick them up and in the p.m. when she/he drops them off. By observing the ‘Point of Safety’ your child will not be run over by the school bus or another vehicle.



School Bus Safety Tips to Help Save Your Child's Life



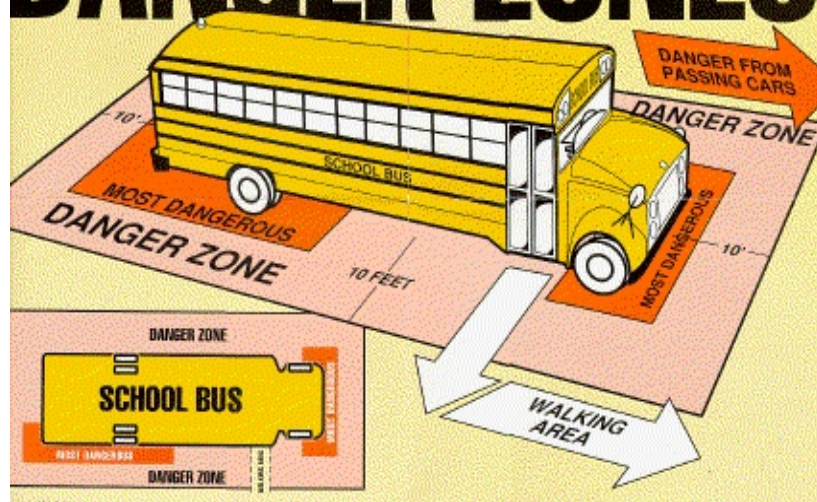
According to the NHTSA, riding in a school bus is the safest way for your child to travel to and from school. However, the “danger zone” when approaching or leaving the bus poses the greatest risk for children. They should be especially careful in the area’s in front, or on either side of the bus.

Children should also respect the bus driver and follow the rules while riding the bus and stay quietly seated on the ride to school. Here are a few school bus safety tips you can teach your child if he or she will be riding the bus to school this year:

School Bus Safety Rules

1. Do not get on the bus until the driver says it is safe to do so.
2. Ask the driver for help if you drop something while getting on or off the bus.
3. Once on the school bus, go directly to your seat and sit down, facing the front of the bus.
4. When exiting the bus, look around for cars before walking away or crossing the street.
5. Do not wait at the bus stop alone.
6. Use the handrails when getting on and off the bus.
7. If you miss the bus, don't run after it!

DANGER ZONES



School bus transportation is safe. In fact, buses are safer than cars! Even so, last year, approximately 26 students were killed and another 9,000 were injured in incidents involving school buses. More often than not, these deaths and injuries didn't occur in a crash, but as the pupils were entering and exiting the bus.



SCHOOL BUS SAFETY TIPS

Stay away from the bus until it comes to a **complete stop** and the driver signals you to enter.

Stay away from the bus until the driver gives his/her signal that it's ok to approach.

Keep a safe distance between you and the bus. Also, remember that the bus driver can see you best when you are back away from the bus.

Have a safe place to wait for your bus, **away from traffic and the street.**

Be aware of the street traffic around you. Drivers are required to follow certain rules of the road concerning school buses, however, not all do.

When being dropped off, exit the bus and **walk ten giant steps away** from the bus.

Use the handrail to enter and exit the bus.

Protect yourself and watch out!

Questions & Contact Information

Riding the bus is an important part of the school day for most Lakewood students. School bus transportation is a privilege and not a right. Students need to know the bus driver is the sole authority on the bus in compliance with district policy, rules and regulations. By working together, we can achieve our goal of safely transporting students to and from school each day.

Questions:

Questions related to busing should be addressed to the Director of Transportation by calling 740-928-8886.

Questions related to bus discipline should be addressed with your child's principal by calling:

SCHOOL	TARDY BELL	RELEASE TIME	PRINCIPAL	PHONE
LHS	7:40am	2:20pm	Kevin Krier	740-928-4526
LMS	7:30am	2:30pm	Jessica Fry	740-928-8330
Jackson Intermediate	8:50am	3:15pm	Carol Field	740-928-1915
Hebron Elementary	8:45am	3:30pm	Nikki Henry	740-928-7126

It is the policy of the Board of Education to provide transportation for those students whose distance from their school makes this service necessary within the limitations established by the state law and the regulations of the state's superintendent of instruction. Such laws shall govern any questions not covered by board policy.

Additional Procedures:

1. Principals can request the bus driver and or bus supervisor to appear for a conference.
2. Vocational School student information regarding any offense will be forwarded to the Lakewood High School Principal who will forward to C-Tec Principal.
3. Parochial school student information regarding any offense will be forwarded to the Lakewood Director of Transportation who will forward to parochial schools.
4. Suspension of special education students shall be in accordance with the law.
5. Audio and video surveillance equipment may be used on school buses. **Parent and student confidentiality laws prevent parents from viewing videos**
6. In all cases (preschool – 12) listed above, when circumstances warrant, the principal has the option to select another level of punishment subject to review by the Lakewood Administrative Team.

Thank you for your support of the school bus rules, regulations and procedures. Our goal each day is to provide the best and safest transportation services for our students. Your understanding and help with this makes that task possible. When we work together we can accomplish anything.

Sincerely,
Lakewood Administration