

COLORADO RIVER SCHOOLS
TRANSPORTATION DEPARTMENT

William Bailey - Director Patricia
Frasure - Asst. Director

(928) 704-5742

Safety First/Service Always

Dear Parents,

In an effort to better serve you and your child the transportation department will operate under the following guidelines for student pickup and drop-offs.

These guidelines will help to eliminate confusion and questions regarding your child's transportation arrangements, and help our department operate in a more efficient manner, by avoiding long waits at pick-up locations and unnecessary driven miles to pick up students who are not attending school on a given day.

A copy of these guidelines is being included for your review, as well as door and window placards for your use. **The use of these placards is explained in the guidelines.** Please note also that it is especially important for us to have up to date contact information for your child.

As always, should you have any questions or concerns, please feel free to contact us at the number listed above.

Wishing you and your a successful school year!

William Bailey

Director of Transportation

Mohave High School
Thunderbirds

COLORADO RIVER SCHOOLS
Transportation Department

William Bailey - Director Patricia
Frasure - Asst. Director (928)
704-5742

River Valley High School
Dust Devils

SPECIAL NEEDS TRANSPORTATION GUIDELINES

Driver and Bus Aid(s) Responsibilities

The driver will be responsible for the safe operation of the bus, and adhering to the schedule. The driver will assist the bus aid when possible with the handling and care of students.

Driver will not under any circumstances leave students unattended while on the bus.

Drivers will not honk their horns at bus stops. Please do not ask them to do so.

Drivers will wait for three minutes only before continuing *on* their route.

Bus aids will secure seat belts, wheel chairs, and other passenger safety devices.

Driver and aid will maintain discipline, ensure that students are safe, and that students remain in their seats.

Administer and or seek emergency help when needed.

Bus aids will not go to the door or upstairs with students.

Driver and aid will at all times, and without exception, interact with students, parents, and staff members in a positive and professional manner.

Drivers will not change pick up or drop off locations unless directed to do so by the Transportation Department in conjunction with the Special Education Department.

Parent/Guardian Responsibilities

(Morning Pick Up)

Your child should be fully dressed, groomed and ready at the pick-up location 5 minutes before the pick up time. Drivers and bus aids are not responsible for, nor are they allowed to dress, groom or feed your child.

The parent/guardian or a person designated by the parent/guardian should accompany your child to the bus in the morning.

Do not allow your child to board the bus with food in their mouths or hands.

Let the bus aid know about any short term health problems.

In the event that your child does not ride the bus for more than five consecutive days, and the Transportation Department has had no prior communication from you, bus service will be discontinued. Transportation services will resume after you have contacted the Transportation Department and requested the resumption of bus service.

NOTE: The Transportation Department will provide window placards to all students.

If your child is not riding the bus, place the placard on a door or in a window. This will indicate to the driver **that** no no bus service is needed, and that they should continue on the route.

(Afternoon Drop Off)

The parent/guardian or a person designated by the parent/guardian should meet the bus in the afternoon. Parent/guardian **must** arrive at the bus stop ten (10)minutes prior to the designated drop off time. Instructions for students to enter the home unsupervised, must be in writing. Copies of these instructions, or changes to these instructions should be made available to the Transportation Department as soon as possible.

Students who are not met at the bus will be taken back to the school. In the event that the school is not open the student may be turned over to the police or Child Protective Services. You can contact your local authorities.

NOTE: The Transportation Department will attempt to contact parent/guardian before returning to school. It is essential that contact telephone numbers be active and current. Please contact the Transportation Department when telephone numbers change.

Moving to a new address or permanently changing a pick-up or drop-off location may necessitate changing buses and or times. You should allow 3-5 business days for these changes to take effect.

Any questions or concerns you have regarding the transportation of your child should be directed to the school Transportation Department of Special Services