



Southern Kern Unified School District
Transportation Safety Plan
(EDC 39831.3)

“Embracing the Whole Child”



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Introduction

The Transportation Department of Southern Kern Unified School District is committed to providing students with safe, reliable transportation to and from school and other school-related activities. Southern Kern Unified School District's school bus drivers follow all training standards and testing requirements set forth by the Federal Motor Carrier Safety Administration, the California Department of Education, the California Department of Highway Patrol, the California Department of Motor Vehicles, and the Emergency Medical Services Administration.

With these standards, California school bus drivers are the safest in the nation, ensuring the safety of all passengers, pedestrians, bicyclists, and motorists. All school bus drivers employed by Southern Kern Unified School District are held to the highest standards in order to provide safe quality transportation for all students.

5 CCR § 14103. Authority of the Driver.

(a) Pupils transported in a school bus or in a school pupil activity bus shall be under the authority of, and responsible directly to, the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across a street, highway or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation. A bus driver shall not require any pupil to leave the bus enroute between home and school or other destinations.

Student Escort (California Vehicle Code 22112)

- Students in Pre-K through 8th grade who must cross the street shall be escorted by the driver.
- When crossing the street, students in grades 9th-12th must make eye contact with the driver and wait for the driver's signal before crossing.
- Students crossing the street must do so in front of the bus.

Walking to and from the Bus Stop

- When walking to and from designated bus stops, students shall be respectful of other people's property.
- Students must go directly home from the bus stop. Plan the safest route with the fewest streets to cross.
- If possible cross streets and corners, using crosswalks if available.
- Look in all directions before crossing and when safe walk across the street.
- Always obey traffic signals.
- Watch for vehicles that might be making a turn.
- Do not dart from between parked cars or shrubbery.
- Never accept a ride from a stranger.
- If possible, face traffic when walking on roads without sidewalks and always use caution.
- Be extra careful during times of sunrise and sunset, bad weather and during darkness (wear white clothing or something reflective).
- Leave home early enough so you do not have to run.

Bus Stop Rules of Conduct

- Students must wait for the bus in an orderly manner.
- Fighting, horseplay, and vandalism are prohibited at the bus stop.
- Any damage caused by a student while waiting for the bus will be the responsibility of the parent or guardian.
- Students must be at the bus stop five minutes before the route time.
- Route times indicate when the bus leaves the stop.
- Students are prohibited from using a bus stop other than the one designated on their bus pass.
- Students boarding or disembarking at a stop other than their designated stop will be issued a citation.

Boarding and Exiting the School Bus

- Students must use the bus stop listed on their bus pass.
- Students must wait at least 12 feet away from the school bus.
- Before approaching and boarding the bus, students must wait for the driver to open the door and signal them to board.
- Students are to load and unload the bus in a single file, no pushing or shoving.
- When entering the bus, students must proceed directly to their assigned seats. Their backpacks must be on their laps or where the driver designates.
- When exiting the bus, students must remain seated until the bus comes to a complete stop and the driver opens the door.

Rules of Conduct on the Bus

- Students are not to be disruptive or willfully disobedient to the driver.
- Students must follow the driver's instructions at all times. 5 CCR 14103.
- Students are to observe classroom behavior.
- No profanity, obscenity, or abusive language or gestures.
- No play fighting and horseplay.
- No fighting or physical contact of any kind.
- Students must keep their hands and belongings to themselves at all times.
- No bullying, name calling, or aggressive behavior.
- Students must remain seated at all times while the bus is in motion.
- Seat belts must be worn at all times. 5 CCR 14105.
- Students must sit facing forward.
- Students must keep all their body parts inside the bus.
- No littering, vandalism, or throwing of objects out of the bus.
- No mistreatment of bus property.
- No gum chewing, eating, or drinking on the bus. WATER ONLY!
- No tobacco, drugs, or alcohol paraphernalia.
- No smoking or vaping.
- No public display of affection.
- Cell phones must be kept in the backpack.
- No photography, recording, or music playing.
- Continued disorderly conduct or refusal to submit to the authority of the driver shall be sufficient reason for the pupil to be “denied transportation.”

School buses may be equipped with video and audio recording devices that may be reviewed by staff or local law enforcement to assist the driver with improving student conduct on the bus.

Objects That CANNOT Be Transported ON the Bus

- Live Animals, Reptiles and Insects (Except for Service Dogs)
- Alcoholic Beverages or Drugs
- Guns, Knives or Weapons of any kind
- Ammunition of any kind
- Glass Objects
- Tobacco or vape devices

- Balloons
- Lighters and /or Matches
- Skateboards
- Objects that are too large or bulky
- Sharp Objects

Leaving Campus

Bus riders are not permitted to leave campus without the approval of school administration. Transportation will be denied to students who leave campus without permission.

Release of Responsibility

The Transportation Department of Southern Kern Unified School District ensures that students are safely released at all school bus stops.

- Kindergarten students must-be-met at the bus stop by a designated adult over the age of 18.
- Kindergarten students may be released to a sibling on the bus with a Release of Responsibility form on file.
- A student who is not received by a designated adult over the age of 18 at the bus stop, will be returned to school.
- Students (regardless of grade) who feel unsafe exiting the bus will be returned to school.
- Three (3) missed pick-ups by a designated adult will result in the student being denied transportation until a parent/guardian conference is conducted to discuss the student's safety.

Bus Passes

Southern Kern Unified School District requires all students who are eligible to ride the school bus to possess a bus pass, this includes after school, academy, and summer session programs. An application must be filled out by the parent or guardian with the current address on file in Aeries. Bus pass applications and photos are done at the district office, in the Educational Service building.

- Upon loading the bus, students must have their bus pass out and visible to the driver.
- A bus pass is required to board the bus at the bus stop and at the school.
- If a student does not have their bus pass, they may be denied transportation.
- Passes must be in good condition. Damaged (e.g. cracked, broken, or tampered with), lost, or stolen bus passes must be replaced.
- Replacement bus passes cost \$10, while the first bus pass is free.

After School (ASP), Academy, and Summer Session Programs

Students are provided transportation to attend these programs. Any deviation from the transportation rules, (1) citation, will result in the denial of transportation for the remainder of the program.

Unauthorized Entry (EC 39842)

Any person who enters a school bus or school pupil activity bus without prior authorization of the driver or another school official with intent to commit any crime and who refuses to disembark after being ordered to do so by the driver or other school official is guilty of a misdemeanor and is punishable by imprisonment in the county jail.

Ejection of a Pupil (Title 13 CCR 1217)

The driver of a school bus, youth bus, or SPAB shall not eject any school pupil unless the pupil is given into the custody of a parent or any person designated by the parent or school.

Activity Trips

- Schools shall provide at least 1 adult chaperone to accompany pupils on each activity/field trip bus.
- The group or athletic team will assemble in an area away from the school bus.
- When the students are ready the driver will monitor the safe and orderly boarding of the bus.
- Upon completion of loading, the driver will proceed with providing information to the group about the location of emergency equipment and what to do in case of an emergency. This shall include the location of all emergency exits, first aid kit, fire extinguisher and reflectors.
- Upon completion of the emergency instruction briefing, the driver will require the chaperone/coach to sign the trip sheet.
- A roster of all students present must be provided to the driver by the chaperone/coach before departure.
- Students on the roster must be accounted for both to and from the destination.
- Trips for athletic purposes only: In order for students to return home with their parent/guardian, the parent/guardian must complete a Release of Liability form. Each event requires a Release of Liability form.
- All other field trips: School buses are required to transport students back to school. There will be no exceptions.

Child Safety Alert Systems (Paul Lee Act)

A child safety alert system is a device located at the interior rear of a school bus that requires the driver to manually contact the device before exiting the school bus. The intent of such a device is to prompt the driver to inspect the entirety of the interior of the school bus before exiting.

- After each run (this means at each school site in the morning and after the last stop for each school in the mid-day and the PM) all drivers will physically walk to the rear of the bus and check each row of seats to ensure that there are NO STUDENTS still on board. This bus check shall include looking under the bus seats.
- Upon returning to the Transportation yard drivers will once again physically walk to the rear of the bus and check each row of seats to ensure that there are NO STUDENTS still on board. This bus check shall include looking under the bus seats. Drivers will press the Child Check deactivation button located at the rear of the bus by the back window.
- Drivers shall follow these procedures for Activity trips.

Adverse Weather Conditions (California Vehicle Code Section 34501.6)

- When atmospheric conditions reduce visibility on the roadway to 200 feet or less during regular home to school transportation service, the Transportation Supervisor may suspend or delay transportation.
- Transportation may be delayed a minimum of one (1) hour for improved visibility or suspended indefinitely per the Transportation Supervisor's discretion.
- Operational policies for school activity trips shall give school bus drivers' discretionary authority to discontinue school bus operation if the driver determines that it is unsafe to continue operation because of reduced visibility.
- When adverse weather conditions arise, such as rain, fog, ice, snow, or dust that can suspend travel, you may receive an email or a phone call.
- Please listen to the following radio stations for school cancellations during severe weather: **610 AM, 1340 AM, and 97.7 FM**

Special Education Transportation

- All rules in this plan must be followed by all students.
- Seat belts must be worn by all students.
- It is the Transportation Department's responsibility to provide and maintain car seats and safety vests.
- Wheelchairs must be inspected and approved by the Transportation Department before they can be transported.
- Wheelchairs must have working brakes and a working seat belt that is not frayed or worn (no Velcro).
- An electric wheelchair must have a spill-resistant battery container, working brakes, and a seat belt that is not frayed or worn (no Velcro).
- Brakes must operate on walkers.
- Pre-K through third grade students must-be-met at the bus door by a designated adult over the age of 18. No exceptions.
- In all other grades, students must be accompanied by an adult over the age of 18, unless the parent or guardian has a Release of Responsibility on file that designates the student as Release-to-Self. No exceptions.
- Students who are Release-to-Self must be able to access the front door of the residence. Before pulling away from the stop, the driver must watch the student physically enter the residence through the front door. In the event that the student cannot get into the residence, they will be returned to school. No exceptions.
- During a school year, if the driver returns a student to school more than three times, transportation will be suspended pending a parent/guardian conference to discuss the student's safety.
- If a student is absent for more than 3 consecutive days without contacting dispatch, the driver will not return until a parent or guardian calls to request transportation.
- Reporting neglect or abuse of special needs students is part of accountability and observation.

Discipline Process

The safety of the students on the school bus is our primary goal. Behaviors that might be acceptable off the bus could pose serious safety hazards on the school bus. The need for order and discipline is at all times directly related to the safety of our students. Education, cooperation and good communication between transportation staff, parents and the schools is the best way to achieve safety and order on the school bus.

The school bus driver is responsible for the conduct of the students on the school bus. Students are responsible for following the rules. If a student is issued a citation (bus ticket) or standards, the parent or guardian must sign the citation or standards before the student can ride the bus. In some instances a parent conference will need to be held before the student can ride the bus again. If the parent conference option is selected, the conference may be conducted by telephone.

*Standards may be issued to students in lieu of a citation at the driver's discretion. Failure to complete and return the standards when required will be cause for denial of transportation.

Citations: Minor Offense (Refer to page 9, CITATION)

- 1st Citation: Warning Citation Issued
- 2nd Citation: 3-Day Bus Suspension
- 3rd Citation: 5-Day Bus Suspension
- 4th Citation: 10-Day Bus Suspension

Citations: Major Offense (Refer to page 9, CITATION)

- 1st Citation: 3-Day Bus Suspension
- 2nd Citation: 5-Day Bus Suspension
- 3rd Citation: 10-Day Bus Suspension

If a student's bus privileges are suspended on one bus, that suspension will be for all buses.
Including sports and activity buses.

Parent or Guardian Responsibilities

- Parents are expected to have their children ready on time and to inform them that they are to maintain good behavior at the bus stop as well as on the bus.
- Inappropriate behavior can result in suspension of bus riding privileges.
- An open line of communication must be maintained between parents, school authorities, and the transportation department so that when problems do develop, parents are aware of them.

CITATION

Southern Kern Unified School District Transportation

3111 Eagle Way Rosamond, CA 93660

NOTICE OF UNSATISFACTORY CONDUCT ON SCHOOL BUS

Board policy and California Education Code states: Pupils transported in a school bus shall be under the authority of and responsible directly to the driver of the bus, and **the driver shall be held responsible for the orderly conduct** of the pupils while they are on the bus or being escorted across a street, highway or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation. A bus driver shall not require any pupil to leave the bus enroute between home and school or other destination.

The conduct of: _____ on Route _____ is unsatisfactory for having violated one or more of the rules below.

BUS STOP _____ **GRADE AND SCHOOL** _____

MINOR OFFENSE - WARNING

1. Not seated properly.
2. Loud conversation, whistling, singing, calling to people outside bus, or noise that distracts the bus driver.
3. Boisterous conduct ("Horse-play") on the bus or at the bus stop.
4. Eating, drinking or chewing gum.
5. Not keeping all parts of body inside bus.
6. Pestering other students
7. Not removing back-pack/hat.
8. Must be constantly corrected.
9. Riding other than assigned bus.
10. Other _____

Remarks by driver: _____

**MAJOR OFFENSE - 3, 6, OR 10 DAY
SUSPENSION BUS PRIVILEGES**

1. Talking or unnecessary noise at Railroad crossing. (Students are to be absolutely quiet while stopped and while traversing the tracks.)
2. Insubordination, Insolence, Profanity, Vulgarity, Abusive directed at the driver or other students. Obscene gestures and hand signs.
3. Improper behavior at a "Red-light" crossing. (Students must obey directions of the driver)
4. Fighting, inciting a fight, or unprovoked assault while on the bus or at the bus stop. Verbal or physical harassment of a fellow student or the bus driver.
5. Use or possession of tobacco, matches, incendiary devices or fire in any manner while on the bus.
6. Defacing school or private property
7. Possession or use of controlled substances, knives or fire-arms shall be cause for Board action.
8. Throwing any article in or out of the bus.
9. Any act which threatens the safety and/or well-being of another student or the bus driver.
10. Other _____

THIS NOTICE MUST BE SIGNED BY A PARENT OR GUARDIAN AND RETURNED TO BUS DRIVER BEFORE THIS STUDENT IS PERMITTED TO RIDE ANY BUS.

ACTION TAKEN: 1ST WARNING _____ 2ND WARNING _____ (Parent Conference Required.)

Second warning requires a parent conference prior to student being permitted to ride any bus.

TRANSPORTATION SUSPENDED _____ SCHOOL DAYS STARTING _____ THUR _____

STUDENT MAY RIDE _____ / _____ (with signed notice and Parent Conference, if checked)

I have read the above notice _____

(Parent or Guardian Signature Required)

Routes and School Bus Stops (Scan the QR Code for Route Times)



- Bus stop times can be accessed on the District's website at <https://www.skusd.k12.ca.us/domain/31/>
- All times and routes are subject to change.
- The bus will stop going by the stop after 3 consecutive days of no call, no show.
- To resume transportation, the parent or guardian must contact the transportation department.

Contact Information

Dezera Castro - Transportation Supervisor
 3111 Eagle Way
 Rosamond, CA 93560
 E-mail: dcastro@skusd.k12.ca.us
 Direct: (661)-256-5000 ext. 1401
 Phone: (661) 256-5070
 Fax: (661) 256-0341

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 !!! --SKUSD _____]
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PLEASE RETURN THIS PORTION TO THE DRIVER
SCHOOL YEAR 2022-2023 DATE: _____
 STUDENT'S NAME: _____

By signing this form, you acknowledge receipt of the **SOUTHERN KERN UNIFIED SCHOOL DISTRICT'S TRANSPORTATION SAFETY PLAN.**

PARENT/GUARDIAN PRINT NAME: _____

PARENT/GUARDIAN SIGNATURE: _____