

**San Antonio Academy**  
**2023-24 TRANSPORTATION RULES AND EXPECTATIONS**

It is of great importance to San Antonio Academy that our students are ensured a safe, structured transportation experience, and that our drivers feel supported in creating this environment. As such, we have established rules, boundaries and expectations for our students and drivers in order for our transportation vehicles to operate appropriately, and safely deliver our students to their destinations.

Pick-Up Site #1:

**Grace Orthodox Presbyterian Church**

5602 Utex Blvd

San Antonio, TX 78249

Departs at 7:10 AM (no exceptions)

Pick-Up Site #2:

**Northrock Church**

1278 N. Loop 1604 E.

San Antonio, TX 78232

Departs at 7:30 AM (no exceptions)

**DRIVERS – RULES & EXPECTATIONS**

Expectations:

1. The vehicle will depart Pick-Up Site #1 (Grace Orthodox Church) at 7:10 AM and Pick-Up Site #2 (Northrock Church) at 7:30 AM.
2. The student is under the driver's care the moment the student enters the SAA vehicle.
3. Drivers will drive directly to San Antonio Academy after departing Pick-Up Site #2.
4. Drivers will not talk nor text on their cell phones while driving.
5. Drivers will not offer students any food, drinks, gum, gifts, etc; or allow them to eat or drink on the SAA vehicle.
6. If students are acting out in an aggressive or unsafe manner (verbally or physically), the driver will pull the vehicle over, where appropriate, until students once again act in a safe, responsible manner.
7. Drivers will immediately (verbally) report all misbehavior to SAA staff when s/he arrives at SAA, and will follow-up with a written report.
8. Drivers will not "hold" any personal property of any kind of the students.
9. After student departure, the driver will inspect for any student belongings left behind. Student belongings will be delivered to the front office.

Arrival:

1. Students are scheduled to arrive at SAA at 7:45 AM and will be dropped off at the Pavilion.
2. Prior to dropping a student off, drivers must ensure that a SAA staff member is present to accompany the students from the vehicle into the school.

## **STUDENTS – RULES & EXPECTATIONS**

The transportation provided for SAA students is an extension of the school, in that all school rules, boundaries, expectations and consequences apply while students are being transported to and from school.

In the Morning:

1. The vehicle will depart the Pick-Up Site #1 (Grace Orthodox Church) at 7:10 AM and Pick-Up Site #2 (Northrock Church) at 7:30 AM.
2. Go directly to an available seat, or assigned seat.
3. Remain seated during the ride, wear your seat belt and face forward.
4. Keep hands, heads, arms and legs inside the vehicle.
5. Never play with emergency exit equipment.
6. Never throw or pass around any object(s).
7. Devices may be used in silent mode or with headphones.
8. Use of Devices is subject to Academy acceptable use policies.
9. Only carry on items that can easily be held in your lap.
10. No food, drinks, or chewing gum.
11. Interact positively with peers; and use appropriate voice tone, volume and language.
12. All students will be responsible for their own personal belongings.
13. Respect everyone's (driver and students) personal space, and their right to a peaceful ride to school – no arguing, profanity, obscene gestures, bullying, antagonizing, horseplay, or fighting.
14. No tobacco products, drugs, alcohol or any other controlled substance.
15. No medications of any kind (unless you have received specific permission from SAA Administration).

Violation of these RULES & EXPECTATIONS will be referred to John Weaver, Director of Campus Life.