



Delphos City Schools Transportation Department



Dear Parent or Guardian,

Our goal is to transport students safely to and from Delphos City Schools and Delphos St. Johns in a timely manner for the 2024-25 school year. Attached you will find some rules and guidelines that will help us to safely transport the students, which will lead into a safe and successful school year. It is important that everyone works together, so we can achieve this goal.

The bus drivers are all trained professionals that truly care about the students and their safety. They have a great responsibility everyday to safely transport the most important cargo there is, our students. Please take a few minutes with your children to review these transportation rules and guidelines that are found on the DCS website under Transportation. If you have any questions or concerns, please call the Transportation Office at (419)692-2509 Ext. 427 or send an email to dwertenberger@delphoscitieschools.org.

Thank you for your cooperation and support.

Sincerely,

Drew Wertenberger & DCS Transportation Team

Drew Wertenberger
DCS Transportation Coordinator



3301-83-08 Pupil Transportation Management Policies

Pupil Transportation Management Policies should be developed cooperatively by administrators and transportation personnel. Policies should be designed to ensure the safety and welfare of all school bus passengers and shall include:

- (A) The school bus driver's authority and/or responsibility to maintain control of the pupils.
- (B) The pupil's right to "due process" as provided for by the policies and procedures of the educating agency.
- (C) Pupil management and safety instruction policies shall include the following:
 - 1) Pupils shall arrive at the bus stop before the bus is scheduled to arrive.
 - 2) Pupils must wait in a location clear of traffic and away from the bus stops.
 - 3) Behavior at the school bus stop must not threaten life, limb, or property of any individual.
 - 4) Pupils must go directly to an available or assigned seat so the bus may safely resume motion.
 - 5) Pupils must remain seated keeping aisles and exits clear.
 - 6) Pupils must observe classroom conduct and obey the driver promptly and respectfully.
 - 7) Pupils must not use profane language.
 - 8) Pupils must refrain from eating and drinking on the bus except as required for medical reasons.
 - 9) Pupils must not use tobacco on the bus.
 - 10) Pupils must not have alcohol or drugs in their possession on the bus except for prescription medication required for a student.
 - 11) Pupils must not throw or pass objects on, from or into the bus.

- 12) Pupils may carry on the bus only objects that can be held in their laps (see paragraph (J) or Rule 3301-83-20 of the Administrative Code).
- 13) Pupils must leave or board the bus at locations to which they have been assigned unless they have parental and administrative authorization to do otherwise.
- 14) Pupils must not put their head or arms out of the bus windows.
- 15) Guidelines will be formulated for the use and storage of equipment and other means of assistance required by preschool and special needs children
- 16) Drivers and bus aides must have access to appropriate information about the child to the degree that such information might affect safe transportation and medical well-being. This information must be available in the vehicle or readily accessible in the transportation office. All such information is strictly confidential.

Bus Conduct/Incident Reports

The bus driver will fill out a bus conduct/incident report and give it to the Delphos City Schools building principal or Delphos St. John's Dean of Students and the DCS Transportation Coordinator. It will describe what the child has done.

1st Notice	The Delphos City Schools building principal, Delphos St. John's Dean of Students, or the DCS Transportation Coordinator will call the parent or guardian and explain what the child has done and ask that they talk with the child. No actions will be taken unless it is a serious or flagrant violation.
2nd Notice	The Delphos City Schools building principal, Delphos St. John's Dean of Students, or the DCS Transportation Coordinator will call the parent or guardian and explain what the child has done and ask that they talk with the child. Consequence could result in temporary suspension of bus privileges.
3rd Notice	This notice will go to the The Delphos City Schools building principal or Delphos St. John's Dean of Students and the Transportation Coordinator and could result in permanent suspension of bus privileges.

We ask parents to talk to their children and explain to them how important it is to follow all bus rules for their safety and for the safety of others. It is important that the driver's full attention be on driving the bus, not dealing with children disobeying the rules.

At times, there will be sub drivers on the routes, and we expect the children to act the same as when the regular driver is driving.

If you have any questions or concerns, please call the transportation office at (419)692-2509 Ext. 427 or send an email to dwertenberger@delpohoscitschools.org.





Important Transportation Times



Out of Town Bus

Route drivers will be contacting parents/guardians before the first day of school, Wednesday, August 21, 2024, informing you of pickup and drop-off times.

Morning Shuttle

Bus 8 will be taking students from the middle school to the high school. The bus will depart from the middle school @ **7:35 a.m.**

Vantage Bus

Bus 8 will depart from the high school @ **7:40 a.m.**

(Vantage starts on Thursday, August 15th; the bus will run August 15, 16, 19, & 20th.)

Bus #11

Holland Avenue bus stop is estimated for pick up between 7:10-7:15 a.m. Drop off is estimated between 3:10-3:15 p.m.

Bus #18

Deer Creek bus stop is estimated for pick up between 7:15-7:20 a.m. Drop off is estimated between 3:10-3:15 p.m.

Bus #16

In-town stops #1-10 are estimated at:

AM	Stop #1 – 7:02 a.m.	Stop #6 – 7:18 a.m.
	Stop #2 – 7:04 a.m.	Stop #7 – 7:20 a.m.
	Stop #3 – 7:06 a.m.	Stop #8 – 7:21 a.m.
	Stop #4 – 7:09 a.m.	Stop #9 – 7:24 a.m.
	Stop #5 – 7:11 a.m.	Stop #10 - 7:25 a.m.
PM	Stop #6 – 3:05 p.m.	Stop #1 – 3:25 p.m.
	Stop #7 – 3:07 p.m.	Stop #2 – 3:27 p.m.
	Stop #8 – 3:08 p.m.	Stop #3 – 3:29 p.m.
	Stop #9 – 3:11 p.m.	Stop #4 – 3:32 p.m.
	Stop #10 – 3:12 p.m.	Stop #5 - 3:34 p.m.

Looking forward to a good, fun, and SAFE school year!

