

**HOLTVILLE UNIFIED SCHOOL DISTRICT**  
**School Safety Information**  
**BUS RULES & REGULATIONS**  
**(760) 356-2658**



All students in the Holtville Unified School District are required to practice good safety habits and behave in an appropriate manner when riding a school bus, waiting at a bus stop, or going to and from a bus stop. When going to and from a bus stop the students are required to observe safe walking habits which includes crossing at the corner of all intersections (not in the middle of the street or between vehicles), and be alert to traffic making sure it is safe before crossing. When leaving the bus stay out of the DANGER ZONES (see Danger Zones pamphlet). Students should go directly home after getting off the bus and not talk to strangers or accept a ride from a stranger. Choose the safest route to the bus stop.

**IT IS A PRIVILEGE FOR YOU TO RIDE THE SCHOOL BUS, IT IS NOT A RIGHT.**

- 1) Cross only at corners so drivers can see you.
- 2) Always use a crosswalk when it is available. But remember, painted lines can't stop cars.
- 3) Look always before crossing the street to see cars, pedestrians and bicyclists.
- 4) When crossing, watch for cars that are turning left or right.
- 5) Never cross the street from between parked cars. Drivers can't see you.
- 6) Walk on the left side of the road, facing traffic, if sidewalks are not provided so you can see oncoming cars.

These requirements are necessary to ensure that children will have a safe ride and that threatening or destructive acts will be avoided. The following transportation safety rules shall be reviewed with your children before he or she starts riding the bus, this will insure that they have an understanding of what is expected of them:

- 1) Follow all instructions from the bus driver.
- 2) Enter school bus in an orderly manner and take your seat. Remain seated and facing forward at all times.
- 3) Refrain from loud conversations.
- 4) Do not use obscene language or gestures.
- 5) Keep hands off other people and their property. Respect the property of others at and in route to or from the bus stop.
- 6) All parts of the body must be kept inside the bus at all times.

- 7) Eating or drinking on the bus is prohibited.
- 8) No live animals (including insects), except guide dogs, signal dogs, and service dogs, are permitted on a school bus.
- 9) Large toys, **glass bottles**, knives, or any article, which may cause injury to the child or other children, are prohibited on the bus.
- 10) Obtain permission from the bus driver before opening or closing windows.
- 11) Do not throw anything out of the windows.
- 12) Never tamper with any bus controls, including the radio, shifter, or doors.
- 13) Remain silent at all railroad grade crossings and during backing maneuvers.
- 14) If several children are waiting at a bus stop, they should wait in a safe place, form a single line approximately twelve feet from the curb, and quietly await the arrival of the bus.
- 15) Leave home early enough to arrive at your school bus stop on time. Students are to arrive at their designated bus stop five minutes prior to the scheduled bus arrival time. Students who do not assume this responsibility will be left behind.

--- Students who fail to observe these regulations will be denied school bus transportation. The typical procedure, which will be followed, in this case is:

**First Offense - Parents notified.**

**Second Offense - Parents notified.**

**Third Offense - Parents notified that child will be denied school bus transportation for no less than five (5) not more than ten (10) days.**

**Fourth Offense - Parents notified that child will be denied school bus transportation for no less than ten (10) nor more than twenty (20) days.**

**Fifth Offense - Parents notified that child will be denied school bus transportation for twenty (20) days.**

**Sixth Offense - Parents notified that child will be denied school bus transportation for the remainder of the school year.**

Only authorized bus riders are permitted to ride the buses, and they will be required to get on and off at their designated stops. An authorized bus rider who desires to get off the bus at a stop other than the normal stop is required to have a note signed by his or her parent and endorsed by the school principal. Permission to get off at a different stop will only be granted if no change of bus route is involved. Children who are not authorized bus riders will not be permitted to ride the bus even to accompany an authorized rider to or from school.

The bus driver will make every effort to arrive at the bus stop at the scheduled time for pickup. If the bus arrives early, the driver will wait until the scheduled time before departing. In order to remain on schedule, the driver cannot wait at any stop beyond the scheduled pickup time. Take-home times are considered more flexible than pickup times, and it is possible that some children might be delivered to their stops earlier than scheduled. This could occur when a driver gains time by passing the bus stops of absent children.

Bus riders are to arrive at their bus stops five minutes prior to the scheduled time of pickup. However, do not arrive too early as some (behavior) problems are caused by children who arrive at their bus stops too early and get bored while waiting. Bus drivers will not depart for pickup stops prior to the scheduled time. Clocks in the Transportation Department are set and verified for accuracy by using the telephone time signal at 853-1212.

Bus routes are written to allow students five minutes to load the bus after school dismisses. In order to stay on schedule, the busses must depart the school at that time.

The bus driver has the authority to separate students and to assign students to specific seats as deemed necessary.

Bus drivers are required by law to load and unload passengers only at authorized stops, which are the bus stops, listed in the individual routes books. Please do not ask or expect a driver to stop at a location other than your child's assigned bus stop. Further route information can be obtained from the Transportation Department at (760) 356-2658.

Children who are not special education or preschool students do not have to be met at their bus stops regardless of grade level. However, if a child is hesitant or reluctant to get off the bus at his or her stop, the child will not be forced to get off. The child will either be returned to school or taken back to the Transportation Department.

**PARENTS / GUARDIANS:** When picking your children up in a vehicle, you shall be on the same side of the road that the bus is on. The students shall not cross the roadway.

If for some reason you have been unable to meet your child, call your school or the Transportation Department at (760) 356-2658 for instructions.

Items left on the school bus will be turned in to the school the child attends, if it is known. Otherwise, the items will be kept on the bus for a week to provide the owner time to locate and claim it. If an item cannot be identified by the

school and has not been claimed after a week, it will be placed on the Lost and Found shelf in the bus garage.

## RED LIGHT ESCORT INSTRUCTIONS

### AM ROUTE:

Students shall be at their designated bus stop five minutes prior to the pick up time, this will help to assist with the length of time the driver must keep the red lights activated. Students shall be on the right side of the roadway. If the students are late, they shall never run to or in front of the bus. The students shall wait to be escorted by the driver. The student will receive a citation or be denied transportation or both when late to their bus stop. Being late to the bus stop and not being escorted by the driver is not acceptable behavior.

### PM ROUTE:

- 1) Students will be instructed by the driver to do a red light escort. (This includes collecting all belongings.)
- 2) The driver will instruct students to exit the bus safely and stand in designated area beside the bus.
- 3) The driver will instruct students to cross the roadway in front of the bus, between the driver and the bus. The driver is the only one allowed to escort students across the road, parents are not allowed to cross students in place of the driver. The law requires the driver to do this.
- 4) **Students will not** be allowed to cross back to the bus; students need to go directly home.
- 5) **Students will not** be allowed to come back to discuss anything with the driver or to pick up belongings that might have been forgotten while doing the red light escort. (The conversation needs to take place before the red lights are activated and driver gets off the bus to do this procedure).
- 6) A major concern is the other vehicles failing to stop when the red lights are activated during this procedure. The students need to follow all the instructions of the driver, and to this procedure quickly and safely.