



# **Natomas Unified School District/Transportation Department Parent/Student Handbook**



**Natomas Unified School District  
1931 Arena Blvd.  
Sacramento Ca. 95834  
(916) 567-5493**

# **Letter of Introduction to Parents**

## **Welcome**

Welcome to the Natomas Unified School District (NUSD) Transportation Program. Our goal is to provide safe, effective, and efficient transportation for all eligible students. This handbook outlines important policies, procedures, and expectations to ensure a smooth transportation experience.

## **CALIFORNIA CODE REGULATIONS | TITLE 5 SECTION 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.

(b) Governing board shall adopt rules to enforce this section.

### **NO BUS PASS, NO RIDE POLICY:**

An online Bus Pass Application must be filled out prior to your child's receipt of a bus pass; applications must be renewed yearly. Students are expected to carry their bus pass daily and present it to the driver when loading the bus. Bus transportation is a privilege and may be revoked at any time, for failure to comply with all laws, rules,

policies, and procedures. All passes are District property and must be surrendered upon request.

**RULES OF CONDUCT for BUS RIDERS** It is important to remember that students have responsibilities which they must meet if they are to retain the privilege of riding a school bus. Riders will...

- **Follow driver instructions and show respect to drivers and students—no profanity, obscene gestures, or bullying.**
- **Stay seated facing forward with feet and belongings clear of the aisle; keep body parts inside the bus.**
- **No fighting or abusive contact at the bus stop or on the bus—violations result in immediate suspension.**
- **Keep the bus clean—eating, drinking, and littering are prohibited unless authorized.**
- **Quiet at railroad crossings and avoid distracting the driver.**
- **No throwing objects from the bus—littering is illegal.**
- **No pets or animals on board.**
- **Personal items (phones, iPods, valuables) are brought at your own risk—the district is not responsible for lost or stolen items.**
- **Sporting equipment must be enclosed in a bag while on the bus.**
- **All students need written parental permission to exit at a stop other than the assigned one.**

## **Discipline and Consequences**

- Violation of bus rules may result in warnings, assigned seating, suspension of bus privileges, or permanent removal from transportation services.
- Parents/guardians will be notified of any misconduct and consequences.
- Severe infractions, such as **fighting, vandalism or refusal to obey directions from the driver**; may result in immediate suspension from bus services.

## **DISCIPLINE PROCESS**

**Any student who breaks the rules and/or regulations of the Transportation Department may receive a “School Bus Citation” (see Appendix) and may be denied transportation.**

**First Citation – Warning and notification of parent/guardian.**

**Second Citation – 1-2 day suspension of transportation privileges and notification of parent/guardian.**

**Third Citation – 3-5 day suspension of transportation privileges and notification of parent/guardian.**

**Fourth Citation – 10 day suspension of transportation privileges and notification of parent/guardian.**

**Fifth Citation – Transportation privileges denied for the remainder of the school year and notification of parent/guardian.**

**Please note ⇨ For cases of severe misconduct, students may be assigned additional discipline as determined by the superintendent’s designee or school principal.**

## **Transportation Eligibility**

- Transportation is provided to students who reside beyond the designated walking distance from their school.
- Special transportation accommodations may be available for students with disabilities as specified in their Individualized Education Program (IEP) or Section 504 Plan.
- School bus routes and stops are determined based on safety, efficiency, and student ridership.

- **IMPORTANT:** Please note that there is a 1.5 air-mile walking distance for middle school students and a 3 air-mile walking distance for high school students.
- Parents/guardians will receive notification of their child's bus stop location and schedule before the school year begins.
- Students should arrive at their designated bus stop at least **5 minutes** before the scheduled pick-up time.
- Parents/guardians are responsible for their child's safety to and from the bus stop.
- Please click on the link to see which stop is best suited to support your student(s).

<https://www.natomasunified.org/departments/transportation/school-bus-route-schedule>

## Emergency Procedures

- In case of an emergency, students must follow the driver's instructions and remain calm.
- Bus drivers are trained in emergency protocols, including evacuations and first aid. Please see the link below to become better acquainted with statutes and regulations pertaining to emergency procedures on school buses.
- Parents will be notified of any emergencies that affect their child's transportation.

[https://leginfo.legislature.ca.gov/faces/codes\\_displaySection.xhtml?lawCode=EDC&sectionNum=39831.5](https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=EDC&sectionNum=39831.5)

## Inclement Weather and Service Delays

- Parents will be informed of any delays or cancellations due to severe weather through the district's notification system.
- Please ensure your contact information is up to date with the school.

## Parent Responsibilities

- **Ensure students arrive at the bus stop, no later than five (5) minutes prior to the scheduled arrival of the bus.**
- Discuss transportation rules and expectations with their child.
- Report any concerns regarding transportation services to the NUSD Transportation Department.
- Inform the district of any changes in address or transportation needs.
- **Review this handbook with your student and click on the link provided below. Once completed, you may begin the application process.**

## Contact Information

For questions or concerns, please contact:

**Natomas Unified School District Transportation Department** Phone:

(916) 567 5493

Email: [Transportationteam@natomasunified.org](mailto:Transportationteam@natomasunified.org)

Website: <https://www.natomasunified.org/departments/transportation>