



# Allen East Local Schools Transportation Department

It is our goal at Allen East to furnish students with the safest transportation possible as they travel between home, school, and school-related trips. In order to protect all students riding our school buses, safety precautions are a must! Safety is everyone's responsibility. All students are to understand the bus driver is in charge of the bus at all times.

Most items on the list below are State of Ohio laws and must be followed to ensure a safe transportation experience for every student and the bus driver. Students should be reminded that all activity on the bus is being recorded by video and audio any time they are on the bus. Students that do not follow the rules will be disciplined accordingly which may lead to suspension or denial of transportation privileges as determined by the Allen East Administration.

- 1. Please be waiting and ready at least 5 minutes early before your regular scheduled pickup time.**
- 2. Stand at a safe distance when waiting to be picked up. This is also known as your "place of safety" The bus driver will give you instructions on where to wait.**
- 3. Follow all hand signals of the driver and always watch for traffic when getting on or off the bus.**
- 4. Face forward in your seat at all times.**
- 5. Do not move seats unless told to by the bus driver.**
- 6. Talk in normal tones; loud, obscene, rude, or vulgar language is prohibited.**
- 7. Do not play loud music or videos. Use earphones.**
- 8. Complete silence at all railroad crossings.**
- 9. No eating or drinking while on the bus.**
- 10. Do not throw trash on the floor. Place it in the trash can at the front of the bus when you are exiting.**
- 11. No smoking or vaping.**
- 12. Do not damage seats, windows, or any other parts of the bus.**
- 13. Keep your hands to yourself.**
- 14. No hitting or fighting.**
- 15. Keep your head, hands, and feet inside the bus and out of the aisle.**
- 16. All items carried by students such as backpacks, purses, etc., must be under their control at all times and must be carried in their laps. Personal items cannot occupy a needed seating space.**
- 17. Do not block the aisle or rear emergency exit with bookbags, musical instruments, etc. Most Allen East buses have luggage compartments for bigger items.**
- 18. Do not push or shove others when getting on or off the bus. Be kind and let the person out in front of you when exiting the bus.**
- 19. Never throw anything on the bus or out of the bus windows.**
- 20. Be courteous to the bus driver and follow all instructions.**
- 21. All students will have assigned seats on the bus as determined by the bus driver.**