

# TRANSPORTATION

## BUS RIDER SAFETY GUIDE FOR STUDENTS & FAMILIES



**Fort Worth**  
INDEPENDENT SCHOOL DISTRICT

## RESPONSIBILITIES OF STUDENTS

**Riding a school bus is a privilege provided by the Fort Worth Independent School District.** Misconduct on the bus or at the bus stop may result in a student losing this privilege.

### Prohibited Items

Do NOT bring the following items on the bus:

- Tobacco, vaping/e-cigarettes and Alcoholic beverages.
- Live animals or insects.
- Glass containers.
- Weapons, explosive devices, harmful drugs or chemicals.
- Any object (large musical instrument, shop project, etc.) that would require additional seating.

### Waiting for the Bus

- Be at your bus stop 5 minutes before the scheduled pick-up time. Waiting in the vehicle or across the street delays the bus route. The driver is not allowed to wait or honk. Allow 10 minutes after the scheduled pick-up time before reporting a late bus.
- Stand on the sidewalk or 10 feet back from the roadway while waiting for the bus.
- Maintain proper behavior at the bus stop. No pushing, fighting, shoving, or inappropriate language is allowed.
- Show respect for private and public property at the bus stop.
- When the bus approaches, form a line and be prepared to load immediately.
- Stand 10 feet clear of the bus until the vehicle comes to a complete stop and the door opens.
- Make sure the driver can see you at all times.
- If an article drops or rolls near or under the bus, do not go after it. If you need to retrieve it, ask the driver for help.
- If you miss the bus, go home immediately. Parents should instruct their children on what to do if they miss the bus. Parents are responsible for providing transportation to school if a child misses the bus.
- If the bus is missed, do not chase the bus. Proceed to the next stop if possible. Bus drivers can only board students at designated stops.

### Loading the Bus

- Be respectful. Do not push or shove.
- Be safe. Use the handrail and steps.
- Use only the front door for entering and exiting. The emergency door and exit controls will only be used during supervised drills or actual emergencies.
- During the 25-26 school year students will be issued an Identification (ID) Badge that they will be required to use when boarding and exiting the school bus. The student will place this badge in front of a reader which will record the student boarding and exiting the bus.
- Do not use electronic devices while boarding the bus. Remove headphones and earbuds.
- Bus drivers will assign seating. Drivers may change seating assignments as needed.
- Go to your seat. The bus will not move until all students are seated and seatbelts are fastened, if the bus is equipped with seatbelts.

## Conduct on the Bus

- Remain seated with your seatbelt fastened, while the bus is moving. Do not change seats.
- Normal conversation is allowed. Any loud noises may distract the driver and create an unsafe condition.
- Do not throw any object inside or outside of the bus.
- Do not open windows without permission from the driver. Keep your arms and all other parts of your body inside the bus.
- Do not damage any part of the bus. Vandalism repair costs will be paid by the person who is responsible. Failure to reimburse the District may result in loss of riding privileges.
- Students must keep books, packages, coats and all other objects out of the aisles.
- Use of recording devices is prohibited.
- Use of profane or vulgar language, or spitting is prohibited.
- Eating, drinking, smoking or use of illegal substances is prohibited.
- Use of radios or speakers is prohibited.
- Use of music playback devices can be used only when seated and with headphones.
- Sale or solicitation of any kind is prohibited.
- Fighting, pushing and shoving are prohibited.

## Exiting the Bus

- Stay seated with your seatbelt fastened, until the bus comes to a complete stop.
- Use the handrail and take one step at a time when leaving the bus.
- Wait for your turn to leave the bus.
- Stay clear of the bus when the engine is started. Do not chase or hang onto the bus.
- If an article drops or rolls near or under the bus, do not go after it. Go to the door of the bus and ask the driver for help.

## Accidents or Emergencies

- Follow the driver's instructions.
- If you must leave the bus, stay with your group.
- The following procedures will be used for evacuation in an emergency:
  - The student nearest the door will open the door, exit, and hold the door open until all students have exited the bus.
  - Evacuation will start with the seat closest to the door.
  - Leave the bus in single file as quietly as possible.
  - Once outside the bus, follow the driver's instructions completely.
  - Students must stay with their group until released by the driver or safety officer.

## Going Home

- Go straight home or to your designated caregiver as soon as you get off the bus. Do not go anywhere else without your parent's/guardian's permission.
- **The District's custodial responsibility ends when a student leaves the bus. Parents/guardians are then responsible for student behavior.**

## Crossing the Street

- Cross all streets at intersections. Obey all traffic signals and signs on your way home.
- When crossing the street or highway, always walk at least 10 feet in front of the bus. Keep clear of the most dangerous zones.
- Check for traffic in both directions and walk, DO NOT RUN, across the road.
- Never cross the road behind the bus.
- CAUTION! Be alert for vehicles that do not stop when the bus is loading or unloading.

## INFORMATION FOR PARENTS & GUARDIANS

### Safety Initiatives to Track Bus and Students

FWISD buses can be tracked through a free parent app, Stopfinder. Please contact FWISD Transportation at 817-815-7900 for more information. Parents and Guardians can also track their child as they board and un-board the bus through the use of an ID Badge. Please check with your child's campus for more information on the ID Badge.

### Helpful Guidelines

- Remind your child that the driver is the person of authority on the bus and should be listened to.
- Make sure that your child arrives at the bus stop 5 minutes before the designated time, but not too early.
- Provide supervision for your child going to and from the bus stop and at the stop, if necessary.
- Make sure your child is dressed appropriately for the weather conditions.
- Determine if the weather is too severe for your child to wait for the bus.
- Instruct your children on procedures to follow if they miss the bus.

### Missing the Bus

- If a student misses the bus, it is the parents' or guardians' responsibility to provide transportation to and from school.
- If the bus is missed, do not chase the bus. Proceed to the next stop if possible. Bus drivers can only board students at designated stops.
- If the bus is missed in the morning, the student should go home immediately.
- If the bus is missed in the afternoon, the student should go to the principal's office.

### Articles Left on the Bus

Drivers are NOT responsible for a student's property. Articles left on the bus will be turned in to the school office.

### Discipline

The driver is responsible for discipline on the bus. Misconduct is reported to the principal, who assumes responsibility for taking proper disciplinary actions.