



HAWAII STATE DEPARTMENT OF EDUCATION (HIDOE)
STUDENT TRANSPORTATION SERVICES BRANCH
APPLICATION FOR STUDENT TRANSPORTATION
SCHOOL YEAR 2026-2027

Please complete all parts of this form. Submit a separate form for each child to the school office.

PART I: Acknowledgement

Parent/Legal Guardian must INITIAL each statement and sign

- ☐ I acknowledge and accept HIDOE's NO REFUND policy on all school bus pass purchases
- ☐ I acknowledge and accept that HIDOE utilizes video cameras to monitor student behavior on school buses
- ☐ I acknowledge and accept that HIDOE school buses only operate on public roadways
- ☐ I have read and agree to comply with the transportation policies and procedures of the HIDOE
- ☐ I have reviewed the PASSENGER SAFETY CODE with my child and understand that non-compliance could result in suspension and/or revocation of bus pass privileges for up to the end of the regular school year
- ☐ I acknowledge and accept that school bus service applications are only accepted during the provided application periods per quarter as indicated in the application handbook
- ☐ I acknowledge and accept that school bus applications are only accepted upon payment in full
- ☐ I acknowledge and accept all financial costs incurred as a result of replacement passes and bus damage caused by my student.

HIDOE highly recommends a responsible adult be present at the bus stop in the morning and in the afternoon for children 10 years old and under. Bus drivers and staff are not responsible to match each child with a specific adult.

☐ I acknowledge and accept that my child will be dropped off at their designated bus stop with or without an adult present.

☐ I acknowledge and understand that it is my responsibility to ensure a responsible adult is at the bus stop to receive my child at the bus stop or make alternative arrangements for my child if they are unable to walk alone to/from the bus stop

Parent/Guardian Signature: _____

Parent/Guardian Print Name: _____

Date: _____

SHARING INFORMATION WITH OTHER PROGRAMS

SCHOOL YEAR 2026-2027

Dear Parent/Guardian:

To save you time and effort, the information you gave on your Free and Reduced Price School Meals Application may be shared with other programs for which your children may qualify. For the following programs, we must have your permission to share your information. Sending in this form will not change whether your children get free or reduced price meals. You are not required to consent to this disclosure. This form is effective July 1, 2026 through June 30, 2027.

☐ Yes! I **DO** want school officials to share information from my Free and Reduced Price School Meals Application with **the Student Transportation Services Branch**.

If you checked yes to any or all of the boxes above, fill out the form below to ensure that your information is shared for the child(ren) listed below. Your information will be shared only with the programs you checked.

Student Name: _____

School: _____

Signature of Parent/Guardian: _____

Printed Name: _____

Address: _____

Date: _____

For more information, you may call **the School Food Service Branch** at **808-784-5500** or e-mail at **720sfsb@k12.hi.us**.

Return this form to your **school front office**.

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. **fax:**
(833) 256-1665 or (202) 690-7442; or
3. **email:**
program.intake@usda.gov

This institution is an equal opportunity provider.

SCHOOL BUS BEHAVIOR ACKNOWLEDGEMENT FORM

By signing below, we (parent/guardian and student) acknowledge and agree with the following:

1. We acknowledge and understand the updated school bus behavior initiative outlined in the letter on Page 1.
2. We have reviewed the *PASSENGER SAFETY CODE* and understand that non-compliance may result in suspension and/or revocation of bus pass privileges.
3. We acknowledge and accept HIDOE's "No Refund" policy if student bus privileges are suspended or revoked for any period of time.
4. We acknowledge and accept that HIDOE utilizes video cameras to monitor student behavior on school buses.

Parent/Guardian Information

Parent/Guardian Signature

Date

Parent/Guardian Name (printed)

Student Information

Student Signature

Date

Student Name (printed)

School

Grade

PASSENGER SAFETY CODE

All students riding school buses shall abide by the following requirements:

1. At the designated school bus stop and while boarding, students shall:

- a) Not bring children who will not be passengers on the bus or animals to the bus stop;
- b) Be on time at the designated school bus stop to keep the bus on schedule;
- c) Stay off the road while waiting for the bus and conduct themselves in a safe manner while waiting;
- d) Refrain from loud talking at bus stops which may disturb nearby residents;
- e) Refrain from littering or defacing property at bus stops;
- f) Line up in an orderly, single file and wait until the bus comes to a complete stop before attempting to board the bus;
- g) Walk on the side of the road facing traffic to get to the bus stop if there are no sidewalks;
- h) Not bring articles on the bus that may cause injury to passengers or carry on articles which cannot be stored safely under the seat;
- i) Use the handrail and watch their step when boarding the bus.

2. While on the bus, students shall:

- a) Keep hands and heads inside the bus at all times;
- b) Refrain from loud talking and laughing which may divert the driver's attention and result in a serious accident;
- c) Treat bus equipment as valuable furniture. Damage to seats, windows, and other equipment shall be paid for by the offender or the offender's parent and/or guardian;
- d) Not eat or drink any beverages on a regular trip to and from school unless necessary for medical reasons;
- e) Refrain from tampering with the bus or any of its equipment;
- f) Keep books, packages, coats, and all other objects out of the aisle;
- g) Remain in the bus in case of a road emergency, unless directed to do otherwise by the bus driver;
- h) Refrain from throwing anything out of the bus window;
- i) Remain in their seats while the bus is in motion;
- j) Refrain from smoking, drinking, gambling, fighting, or any other behavior that will endanger health or morals; and
- k) Obey the driver.

3. When leaving the bus and crossing streets, students shall observe the following procedures:

- a) Students shall not leave the bus at other than their regular bus stops unless proper authorization has been given in advance by the school principal;
- b) Use the handrail and watch their step when getting off the bus;
- c) At bus stops where the activation of the four red alternating flashing lights on the bus is prohibited by State law, students shall cross at nearby crosswalks or intersections. If there are none nearby, students shall wait until the bus leaves the stop and look at both sides of the street to see that there are no vehicles approaching before crossing. Students shall avoid crossing at curves or hills or locations where visibility of oncoming vehicles is limited;
- d) At bus stops where the activation of the four alternating flashing lights on the bus is required by State law or county ordinance, students shall walk twelve feet in front of the bus and look to see if the alternating red lamps on the top portion of the school bus are flashing. If the lamps are flashing, they shall look at the driver and wait for the driver to give the signal to cross. If the red lamps are not flashing, students shall not cross the street and shall notify the driver that the red warning lamps are not working and ask the driver for assistance in crossing the street.

4. Students shall ride designated buses at specified times and locations as assigned.

Students who violate the Passenger Safety Code may be subject to disciplinary action under Hawaii Administrative Rules (HAR) Chapter 8-19 (Student Misconduct, Discipline, et. al)

Hawai'i Administrative Rule Passenger Safety code §8-28-6.1-3(a),(b),(d),4

Hawai'i Administrative Rule Student Misconduct, Discipline, et. al §8-19