BUS RIDER'S SAFETY HANDBOOK

(2026/2027)



BIG SPRING INDEPENDENT SCHOOL DISTRICT

3600 E 11th Place
BIG SPRING TEXAS 79720
(432) 264-4109

Dear Parents:

The Big Spring Independent School District provides bus transportation to and from school as a courtesy service for eligible students residing in the district. The State of Texas prescribes the conditions governing school bus operations and funds the service by allotting the district a given amount for eligible students transported. Eligible students are defined by State statute as those residing in the district at least two miles from the school they should attend, as measured by the nearest practical route. The nearest practical route is the nearest traveled public road which may or may not be the road used by the school bus. Address eligibility is audited year-round. When an address is found to be ineligible (because of street openings, construction changes, etc.) notification will be made as soon as possible with a grace period allowed for parents to locate alternate means of transportation.

To meet the conditions outlined by the State and provide safe transportation of eligible students, the School District has adopted standard regulations and procedures and has provided restrictive measures for violations of the rules. They are herein outlined for your information and for the guidance of your child.

The School District is pleased to provide transportation for its eligible students and solicits your assistance in helping create a safe and healthy operation. You may do so by reading the enclosed material or visit www.bsisd.esc18.net and acknowledge receipt by completing and returning the Rider's Contract to the transportation office. We ask for your cooperation with school personnel in developing proper behavior patterns for those pupils who ride buses. ***If you have K-2, we need you to be at their stop early. We turn them over to an adult and if no one is at the stop, they stay on the bus and are taken to the bus barn.*** If you need information concerning bus routes, call the Transportation Office at

(432) 264-4109.

Thank you

Angel Sosa

Transportation Coordinator

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Parents and Bus Riders:

The goal of this Bus Rider's Handbook is to help provide a safe and enjoyable experience for children and adults who ride school buses. Parents should take time to read and discuss the materials in this handbook with their children. Riding a school bus is a privilege provided by the school district and should be treated as such. The school bus rider's contract is to be completed and turned into the Transportation Office.

SMART Tag

BSISD has the responsibility to transport over 1,000 students on school buses each day to and from school. Ensuring the accountability for and the safety and security of the students riding on those buses is our highest priority. BSISD utilizes a system called **SMART Tag**, which places a tablet computer on each bus that is equipped with an RFID (Radio Frequency Identification Device) reader, mobile connectivity and GPS. Students will place their SMART ID cards on the sensor of the computer and tablet when loading and unloading their bus. This ensures all riders are accounted for. No information is stored on the Student ID tag.

Any student that does not have a card for three (3) days in succession will not be allowed on the bus on the fourth (4th) day. The students will need to purchase another ID card for $5 at BSISD Transportation Department located at 3600 E 11th Place Extension.
Lanyard $2 and plastic sleeve $1.

*****If your child makes a habit of not having his tag, they will be written up for not following the bus rules & may result in a 3 day or more bus suspension. *****



SMART Tag ID Care:

1. Do not wash/dry card
2. Do not bite cards
3. Do not bend
4. Do not write on
5. Do not puncture card in any way
6. Do not poke cards with any objects
7. Do not place card on anything magnetic

SMART Tag Parent Portal

- **Smart Alerts – Sign up for SMART Alerts and receive emails or text messages when your child is approximately 10 – 15 minutes from their stop.**
- **Smart Locate – allows parents to view a map showing the bus as their child is being transported.**

http://parent.smart-tag.net **– If you are using a smartphone, you will be prompted to save the web app to your home screen. This will place the Parent App tile on your mobile device for easy access.**

Video Cameras on the School Buses

The Big Spring Independent School District uses video cameras to monitor students while on the bus. *Transportation Coordinator, Drivers, Principals, Superintendents and Law Enforcement are the only ones allowed to see the video.* ***All persons looking at video will follow Protocol for viewing and Sharing Video.***

General Safety Rules

1. Obey the instructions of the bus driver. At no time will a student act toward, or address comments to a bus driver in a disrespectful manner or refuse to cooperate with the driver.
2. Board and leave the bus at their designated stops only.
3. Only students who are eligible to ride may be transported and must ride their assigned bus.
4. Do not ask to ride home on another bus with a friend or bring a friend with you.
5. It is the responsibility of the parent to provide transportation to school if a child misses the bus.

*****Teacher kids (PK – 2nd) that we deliver from Campus to Campus will only be delivered to a parent. Please make sure you are there to receive your child. We will not drop off your child to anyone else. (that includes other district employees) *****

Procedures for Waiting for the Bus

1. Be at your bus stop 5-10 minutes before the scheduled pick-up time. The driver will not wait or honk.
2. Stand on the sidewalk or back from the roadway while waiting for the bus.
3. When the bus approaches, form a line, and be prepared to load immediately. **Have your SMART TAG OUT AND READY**
4. Stand clear of the bus until it comes to a complete stop.
5. If you miss the bus, go home immediately. Parents should instruct their children on what procedures to follow if their child misses the bus.
6. Students will abide by the individual school's rules and regulations concerning bus students, including conduct and dress code.

Loading the Bus

1. Do not push or shove.
2. Use the handrail and steps.
3. Go to your seat. The bus will not move until all students are seated.
4. The driver may assign seats to all students or selected students.

Conduct on the Bus

1. Remain seated while the bus is moving.
2. Do not change seats.
3. A student shall not deny another rider a place to sit.
4. Each student will be expected to remain seated for the duration of the trip and remain seated until the bus door opens.
5. Normal conversation is permitted; any loud noise may distract the driver and create an unsafe condition.
6. Scuffling, fighting, or the use of obscene, vulgar, or profane language and gestures are forbidden.
7. Do not throw objects inside or out of the bus.
8. Do not mark, cut, or scratch any part of the bus. Vandalism costs will be paid by the person who is responsible.
9. The emergency door and exit controls should be used by pupils only during supervised drills or actual emergencies.
10. Students should never attempt to operate the passenger door or other driver controls except in cases of extreme emergency.
11. Students shall face forward for the duration of the trip and shall keep their feet on the floor in front of them and out of the bus aisle.
12. Students must not extend their hands, arms, feet, or head out of the bus windows at any time. Students must always keep their hands off other riders as well as the driver.
13. Hoodies are allowed; however, you are NOT to use the hoodie to cover your head on the bus.
14. **Cell Phones are permitted with the sound turned down. It cannot be loud for others to hear or distract the driver. May use ear buds.**

Getting off the Bus

1. Stay seated until the bus is completely stopped.
2. Use the handrail and take one step at a time when leaving the bus.
3. Wait for your turn to leave the bus; pushing and crowding will only slow exiting and may cause an accident.
4. You must have a signed note from the principal to get off at a bus stop other than your own. The note must be given to the driver when the student boards the bus.
5. Do not chase or hang on to the bus at any time.
6. If any 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.
7. Latch-Key Authorization allows the bus driver to release your Student (K-2) to walk home OR to get off the bus with sibling/friend
8. Picture ID *may* be requested by the driver for K-2 to be released.

Crossing the Street or Highway

1. All students living on the left side of the roadway shall exit the bus and move to a point 10 to 15 feet in front of the right bumper and wait for the driver to signal you that it is safe to cross.
2. Check in both directions and walk directly across the road.
3. Never cross the road behind the bus.
4. **CAUTION!** Be alert for the vehicles that do not stop when the bus is loading or unloading students.
5. Cross all streets at intersections. Obey all traffic signals and signs on your way home.

Prohibited items

1. Tobacco
2. Live animals or insects.
3. Glass containers.
4. Alcoholic beverages.
5. Weapons, explosive devices, harmful drugs, or chemicals.
6. Any object (musical instrument, shop project) too large to be carried by the student is not allowed. All other items must be always kept on the student's lap.
7. Lighted matches or cigarette lighters.
8. Food or drinks (no drinking on the bus is permitted).
9. Vape devices

Accidents or Emergencies

1. Follow the driver's instructions.
2. If you must get off the bus, stay in a group.
3. The following procedures will be used for evacuation in an emergency:
    A. The student nearest the door will open the door and hold it open.
    B. Leave the bus in a single file as quickly and quietly as possible.
    C. Evacuation will start with the seat closest to the door.
    D. Once outside the bus, follow the driver's instructions completely.

Extra-Curricular Trips

1. Bus rider rules apply to all school-sponsored events.
2. Discipline will be the responsibility of the trip sponsor and transportation Coordinator.
3. The bus must return clean when returning from the trip.

****Routes** (Added 1/8/25)**

If your child has more than one route assigned to them, the parent will need to contact the Campus Office Staff and the Transportation Office Staff if their child will ride a different bus that is not the normal bus they ride. Email is not good enough. You will need to speak with a person from the Office staff. Please understand this is in an effort to ensure the safety of all bus riders. We must be sure that bus riders are getting on the right bus and that they are being dropped off at the correct location.

Discipline

It is the belief of the Big Spring Independent School District that proper conduct by students is essential for the safe operation of school buses. Misconduct could result in a student not being allowed to ride a bus. Students may be suspended from the assigned bus if: (1) they willfully or through negligence cause damage to the bus: (2) if their behavior is such that it causes pain or bullying or disruption to the driver or to other students.

Discipline procedures may include:

1st – Verbal

2nd – Written Warning

3rd – 3 days off

4th – 5-10 days off the bus

5th – 10-15 days off the bus

6th – Suspended for the current Semester.

Depending on the level of infraction, student removal from the bus ranges from 3 days to the end of the school term.