Matawan-Aberdeen Regional School District

OFFICE OF THE TRANSPORTATION DEPARTMENT
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Bus Rules and Regulations

Introduction

The mission of the MARSD Transportation Department is to provide safe, reliable and efficient transportation to the students of the district. The following important information is being provided to make students and parents aware of their responsibilities when utilizing district busing. School buses are statistically the safest form of transportation on the road today. However, without the cooperation of the students and parents alike, the safety both on and off the bus can be affected. Please read all the information below and discuss it with your child/children to ensure that they understand the importance of these rules and regulations.

Student Responsibilities

- The school bus is considered to be an extension of the classroom. The students' behavior on the school bus should mirror their behavior in the classroom.
- Be at your assigned bus stop ten (10) minutes prior to your scheduled pick up time. Stay at your assigned bus stop for ten (10) minutes after your assigned pick up time. If, by this time, your bus has not arrived, please contact the Transportation Department at 732-705-5357. There might be circumstances that prohibited your bus from arriving on time, such as, weather, traffic, mechanical issues, etc.
- Always wait for the bus to come to a complete stop before approaching it. Stay on the sidewalk and no horseplaying.
- If you need to cross the road to get to your bus, wait for the bus to stop and activate the red flashing lights so the traffic will stop and you can cross safely. Always cross the street ***in front of the bus*** walking at least ten (10) feet in front of the bus.
- If you arrive at your stop and the bus is pulling away from the bus stop, please do not chase after it or bang on the side of the bus to get your diver's attention. Once the bus pulls away from the bus stop it cannot stop again until the next bus stop.
- Board the bus in an orderly manner and proceed immediately to your assigned seat. Put your seatbelt on and remain seated at all times
- Do not scream or yell on the bus. This will distract the driver.
- Always keep your hands, arms and head inside the bus at all times. Do not lean out of the windows if they are open.

- There is no fighting permitted on the bus. All buses have a video surveillance system and YOU ARE BEING RECORDED AT ALL TIMES. This is not only for the safety of the driver but also for the safety of the students on the bus as well.
- **NO** food or drinks are permitted on the bus. This is not only a sanitary issue but a safety issue as well. A student could choke on the food or drink as the bus bounces along the roadway.
- **SMOKING and VAPING** are **NOT** permitted on the bus. This rule applies to the driver and aides as well.
- Vandalism will **NOT** be tolerated. If a student is caught vandalizing the bus they will be subject to disciplinary actions by the school administrator.
- Finally, please realize that the school bus driver is in charge of **ALL** aspects of the bus. They have the authority to change a student's seat at any time for the safety of the other students. Please be courteous and respectful to your bus driver and aide at all times. All students regardless of grade will have an assigned seat.

Parent Responsibilities

- Please have your student at the authorized bus stop ten (10) minutes prior to the scheduled pick up time. The bus can, at times, run late due to weather, traffic, mechanical issues, etc. Stay at your assigned bus stop for ten (10) minutes after your assigned pick up time. If, by this time, your bus does not arrive, please contact the Transportation Department at 732-705-5357. There may have been circumstances that prohibited your bus from arriving on time, such as, weather, traffic, mechanical issues, etc. Please **DO NOT** chase/follow the bus, the driver cannot stop.
- If there is inclement weather such as rain, snow or cold temperatures you must still be outside waiting for the bus. Please have all weather appropriate clothing and if needed an umbrella for your student. The bus can't wait for you to come out from your home (if you have curb to curb) or come out from your vehicle. Once the bus arrives the students must board in an orderly fashion so the bus can run on schedule. Remember, if the bus has to wait just two (2) minutes extra at each stop and the bus has ten (ten) stops this means the bus will be twenty (20) minutes late to school. Most buses have quite a few stops, so the late arrival will become exponentially greater.
- If your student arrives at the bus after the driver has closed the doors we will not reopen them again. As per state law, the driver must activate the crossing lights at least two hundred (200) feet before the bus stop. Once the driver closes the door he/she can't reopen until the next stop.
- In the afternoon please make sure you or your "authorized" party is at the bus stop on time and follow all protocols. If no one is present at the bus stop to receive the student, he/she will be returned to their school and you will need to make arrangements for the student(s) to get home. The bus will not return to the bus stop a second time.
- **PARENTS ARE NOT PERMITTED ON THE BUS AT ANY TIME.** Please say your goodbyes prior to the arrival of the bus. If your student is seated in a child restraint system the school bus aide is responsible to secure them properly. For all other students, it is their responsibility to secure their seatbelts. Please instruct your student on the proper procedure for doing so.
- Parents must notify the child's home school of any changes made to their phone numbers (home, cell and work).
- For additional persons authorized to receive a student from the school bus you must go onto the district's website, access the parent portal, add the contact information and check off the box for allowing pick up. Once this is done, parents must call the school and notify them of additional contacts that are permitted to receive the students from the bus. Parents cannot accomplish this step on the website. Please have the additional authorized people made aware that they **MUST** have a picture identification card with them. Remember, the driver does not know these people

and can't just accept a verbal identification. This applies even if the student recognizes the person. This is for the safety of the students.

- If there is a particular person who is prohibited from having contact with a student, the school **MUST** be made aware of this so that the Transportation Department will also be made aware. Again, this is for the safety of the students.

In an effort to ensure that bus transportation to and from school continues to be safe and orderly for all students we ask that you and your students adhere to all of the rules and regulations of the transportation department..

Thank you for your cooperation in this matter.

Best regards,

Regina Kaeser

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Transportation Coordinator