Hellgate Elementary Bus Transportation Contract

2026-2027 School Year

SHARED GOALS AND VISION

1. Ensure the **safety and well-being** of all students during transportation.
2. Foster a **positive, predictable**, and **supportive** environment on school buses.
3. Promote **safe**, **respectful**, and **responsible behavior** on school buses.
4. Encourage **cooperation** among school professionals, parents/guardians, students, and bus drivers.

Contacts:

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Becky Mangun
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Harlow's School Bus Service
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BUS DRIVER RESPOBSIBILITIES

- Follow designated routes and schedules
- Maintain a clean and organized bus interior
- Ensure student safety during loading and unloading
- Communicate/reinforce expected behavior and redirect unexpected behavior
- Report significant behavior incidents or safety concerns to Ms. Becky Mangun and Mr. Brent Heist

PARENT/GUARDIAN RESPONSIBILITIES

- Accompany young children to and from bus stop (ELP and Kindergarten-aged riders)
- Ensure children are at the designated stop **5 minutes** before scheduled pickup time
- Notify school of transportation changes **(must go through front office)**
- Make other transportation arrangements if your child(ren) are riding to a location other than their home address - buses are at capacity
- Connect with your child(ren) about their successes and challenges on the bus

STUDENT RESPONSIBILITIES

PAX Leaders demonstrate safe, respectful, and responsible behavior on the bus.

SAFE	RESPECTFUL	RESPONSIBLE
• Remain seated at all stops • Wait for full stop to stand and exit the bus • Seatbelts fastened at all times • Keep aisle clear • Sit flat on bench, facing forward • Walk in front of the bus to cross the street	• 0 inch - 3 ft voice • Headphones for listening to music • Use school appropriate language • Use manners with bus driver and other riders (please, thank you, excuse me) • Enter and exit the bus with walking feet • Follow instructions from the bus driver the first time	• Food and drink items remain closed and stored in backpacks • Stay in assigned seat for the entire bus ride • Hands to self

Supporting Behavior Challenges on the Bus

- Possible outcomes for unexpected behavior could include:
  - documented verbal and written warnings
  - individual support plan - check in's with principal and/or teacher(s)
  - school to home communication
  - school-based consequences (i.e., detention, written apology, supporting lunch staff with clean up)
  - short-term or longterm suspension from bus (includes field trips, sporting events, and other school related travel)

Hellgate Elementary School personnel, in partnership with Harlow's School Bus Service, are committed to ensuring safe and efficient transportation. Hellgate Elementary administrators will utilize the student handbook and leveled behavior rubric to determine appropriate supports and/or consequences involving student behavior on the bus. All disciplinary actions prioritize student safety, as this is our top priority.

Student Name (Printed): ..... Student (gr. 4–8) Signature: ..... Date:

Parent/Guardian Name (Printed): ..... Parent/Guardian Signature: ..... Date: