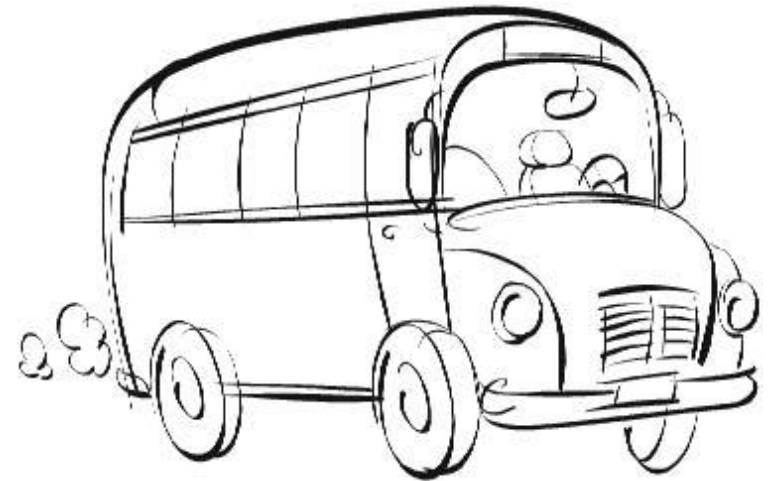


# Cross Roads ISD

## Bus Riders Handbook



14434 FM 59  
Malakoff, TX 75148

903-489-2001



Dear Parent,

The Cross Roads 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.

The school district is pleased to provide transportation for its eligible students and solicits your assistance in helping with a safe, healthy operation. Please read the enclosed information and acknowledge receipt by completing and returning the attached card to the bus driver. We ask your cooperation with school personnel in developing proper behavior patterns for those pupils who ride the bus.

For any questions concerning bus routes, please call me at 903-489-5974.

If you should have questions about student discipline, while on the bus, you should contact your child's school principal.

Belinda Arden  
Transportation Director

## Bus Rider's Safety Handbook

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.

Student School Bus Rider's Contract needs to be completed and returned to the driver within three days.

### General Safety Rules

1. Obey the instructions of the bus driver and follow the driver's directions at all times. 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 designated stops only.
3. Only students who are eligible to ride may be transported and must ride their assigned bus.
4. A permission slip signed by the principal must be provided to the bus driver before any ineligible child is allowed to ride the bus.

It is the responsibility of the parent to provide transportation to school if a child misses the bus.

NOTE: Parents should discuss with their children a plan of action if the bus is missed. Students should know if their parents expect them to return home, go to a neighbor, walk to school, etc. (When mechanical or other problems cause a bus to run late, the schools will be notified, and the bus will make every stop, regardless of how late it is.)

## CROSS ROADS ISD SCHOOL BUS RIDER'S CONTRACT

Bus # \_\_\_\_\_  
Grade \_\_\_\_\_  
Date \_\_\_\_\_

HAVE READ THE BUS RIDER'S SAFETY HANDBOOK AND AGREE TO ABIDE BY THESE RULES AND UNDERSTAND THE CONSEQUENCES OF BUS MISBEHAVIOR.

\_\_\_\_\_  
Student's Name (Please Print)

\_\_\_\_\_  
Physical Address

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Home Telephone

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Parent's name (Please Print)

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Parent's Work Telephone

\_\_\_\_\_  
Parent's Cell Phone

## Accidents or Emergencies

1. Follow the driver's instructions
2. If evacuation is necessary, the following procedures will be used:
  - When the bus driver gives the order, evacuation will begin with students closest to the door.
  - Quietly leave the bus in a single file line.
  - Older students will assist younger students to safety exit
  - Students must stay in a group, a safe distance from the bus. Remain quiet and follow the driver's instructions completely.

## Extra-Curricular Trips

1. A trip sponsor will ride the bus with the students
2. Bus rider rules apply to all school-sponsored events.
3. Discipline will be the responsibility of the building principal and the trip sponsor.
4. The bus must return clean when returning from the trip.

## Discipline

A bus driver may refer a student to the principal's office to maintain effective discipline on the bus. The principal must employ additional discipline management techniques, as appropriate, which can include restricting or revoking a student's bus riding privileges per the district approved bus conduct disciplinary report program. Consequences for receiving a bus conduct report are as follows:

### Consequences

**1<sup>st</sup> Offense** – Warning given

**2<sup>nd</sup> Offense** – 3 day bus suspension

**3<sup>rd</sup> Offense** – 10 day bus suspension

**4<sup>th</sup> Offense** – bus suspension for the remainder of the semester

Since the district's primary responsibility in transporting students in district vehicles is to do so as safely as possible, the operator of the vehicle must focus on driving and not have his or her attention distracted by student misbehavior. Therefore, when appropriate disciplinary techniques fail to improve student behavior or when specific misconduct warrants immediate removal, the principal may restrict or revoke a student's transportation privileges, in accordance with the law.

If the principal suspends the student from riding the bus that day, the student will be allowed to ride the bus home. The suspension will begin the following day.

## **BUS RIDER CONDUCT REGULATIONS**

**Under TEC 34.002-34.004, Cross Roads ISD has established the following safety standards in the operation of school buses.**

1. Students must be ready to board the bus at designated bus stop. The driver cannot wait for the students.
2. The bus driver may assign seats. The students will remain in that seat until instructed otherwise by the driver. The student will be held responsible for any damage to that seat.
3. Students will not extend any part of their body or any article out of the window whether the bus is in motion or not. Students will not spit or throw any object inside or outside the bus.
4. Students are under the authority of Cross Roads ISD. Students will not be allowed off a bus at a stop other than their school or regular stop unless authorized in writing by their parent and/or approved by the principal.
5. Students shall not carry any weapons, explosives (such as fireworks), knives, water guns, pointed instruments or any other objects that could be considered dangerous or could conflict with the safety of the driver and other students.
6. Scuffling, fighting and/or use of profane language or gestures will not be tolerated and may be grounds for immediate dismissal from bus privileges.
7. The student will not engage in verbal abuse, name-calling, sexual harassment, ethnic or racial slurs or derogatory statements addressed publicly to others that may precipitate substantial disruption of the school programs or incite violence.
8. No students will have in their possession tobacco in any form. All such items will be taken up by the driver. Disciplinary action will be taken by the appropriate principal of that student.
9. Students will not make any loud, unusual noise or participate in horseplay, hazing, or teasing of any kind. This behavior may distract the driver and may be grounds for immediate dismissal from bus privileges.
10. Students will keep the aisles clear. Any article (projects, band instrument, etc.) too large to be held in the lap or placed under the seat and not impose on other riders will not be allowed on the bus.
11. Live animals, insects, or any object considered dangerous or hazardous will not be allowed on the bus.
12. The EMERGENCY DOOR is not to be used to enter or exit except in emergency. In case of emergency, students will follow the instructions of the driver.
13. The driver and school officials are not responsible for articles left on the bus.
14. The driver is required to report any misconduct to the Transportation Director for Disciplinary action.
15. The dress code on the bus will be the same as the school they attend.
16. No student may stand on a bus that is in motion and must fasten seatbelts if available.
17. Food and drink are not allowed to be consumed on the bus unless the driver gives permission.
18. Expectant students are required to ride toward the front of the bus.