

# BEAUMONT UNIFIED SCHOOL DISTRICT



## SAFETY AND YOUR SCHOOL BUS *Student Handbook*

Board Approved 03/08/05  
*Revised 07/2008*

# BEAUMONT UNIFIED SCHOOL DISTRICT TRANSPORTATION DEPARTMENT

## SCHOOL BUS SAFETY

In California, about one in four school aged children regularly ride school buses to and from their schools. Yet, nearly all children will ride school buses sometime in their school years – for field trips, sporting events, and other special functions. The Beaumont Unified School District Transportation Department provides home to school transportation for the qualified students in our attendance area.

## WHO RIDES THE BUS?

The Beaumont Unified School District’s governing board provides transportation privileges for pupils residing beyond the walking distance. Walking distance is measured by air miles from the student’s neighborhood school. (Students who chose to register at a school other than their neighborhood school will **not** receive transportation). Student’s who are eligible to receive home to school transportation are as follows:

**Grades K – 5: 1 air-mile circumference**

All students are required to present a valid bus pass at all times before boarding the school bus. Bus passes can be purchased at **Student Enrollment Services** located at:

**Centralized Enrollment  
350 West Brookside Ave  
Beaumont, CA 92223**

Each student will be required to complete the Bus Pass application and have his or her picture taken for the bus pass. At that time parents will receive their student’s bus stop, bus stop locations in their area, pick up and drop off times. Parents should go over the bus schedule with their child/children, explaining the bus and bus stop that is to be used. Note: students may only ride to and from their assigned bus stop. This bus stop will be printed on the bus pass.

## KINDERGARTEN/PRIMARY STUDENTS

Kindergarten/**Primary (1st & 2nd Grade)** students must have parents/guardians or a designee meet them at their assigned bus stop unless they have a signed waiver giving permission for the student to walk home alone. This waiver must be signed and on file at the Transportation Department office. Students whose parents or designee are not at the bus stop at the scheduled drop off time will be returned to their school site. It will then be the parent’s responsibility to pick their child up from the school site.

## STUDENT SAFETY

Although school buses are the safest form of highway transportation in the United States, there are specific steps that you and your child/children can take to improve their safety. This brochure will provide you with the information you need to help your child/children learn the rules.

### **1. Observe and discuss with your child/children the school bus “Danger Zone”.**

The Danger Zone is the space all around the school bus. It goes out 10 feet on each side of the school bus. The school bus driver cannot see children in this zone, especially around the wheels. It is very dangerous for anyone to be in this area. It is called the “**Danger Zone**” because the bus driver cannot see you and you may be hit by the bus. This has happened before to

others who have been injured or killed. You must be very careful whenever you get on or off of the bus. Do not cross between two parked buses.

**Never** try to retrieve anything that is dropped around the bus; immediately notify the bus driver for assistance.

## **2. Have your child leave home early enough to arrive at the bus stop five minutes prior to the scheduled bus arrival time.**

**Please** ensure there is adequate time allowing your child to arrive at his/her bus stop five minutes prior to the scheduled departure of the bus. Ensure that your child/children leaves home so that they do not have to rush to the bus stop. If your child/children rush to catch the bus he or she may be careless when crossing the street or approaching the bus. Wait for your school bus in a safe place Refrain from horseplay or other inappropriate behavior at the bus stop. **The same rules that apply on the bus apply to waiting at your bus stop.** Stay off of private property and do not destroy property or litter. Vandalism, dangerous play or excessive noise may result in disciplinary action. If your child is late to the bus stop and on the wrong side of the street, they must not cross the street until the driver gives them instruction to do so. **The driver will** turn on the flashing red lights and safely escort the student across the street. Wait back at least 10 feet from the edge of the roadway until the bus has come to a complete stop and the front door of the bus has opened. Get on the bus in single file. Do not push or shove.

## **3. When you arrive at your school or school bus stop, follow these rules:**

- A. Stay seated until the bus comes to a complete stop.
- B. Starting with those nearest the driver, students will use a rotational method when unloading the bus.
- C. Line up on the way out of the bus.
- D. Always use the handrail when going up and down the steps to protect yourself from slips and falls.
- E. Watch your step.
- F. Don't jump off of the bus.
- G. Move immediately from the bus door.
- H. Stay clear of the wheels.
- I. **NEVER** attempt to retrieve anything that rolls or falls under or in front of the bus, immediately notify the bus driver for assistance.
- J. Never reach into the bus through the windows.
- K. Go directly home after getting off of the bus.
- L. **Neither** talk to **nor** accept rides from strangers.

## **4. Safe bus crossing rules:**

The bus stops in the Beaumont Unified School District have been established to eliminate, whenever possible, the need for student/s to cross the roadway to wait for the bus. In the event bus stop necessitates a Red Light Escort and/or Crossing for the safety of your child, the following must be adhered to:

- A. The student will notify their driver that he/she needs to cross the street. (Remember, this is only for the bus stops that do not have stops on both sides of the roadway).
- B. The bus driver must **perform** several preliminary procedures prior to the student exiting the bus.
- C. The student/s will line up to exit the bus.
- D. The driver, when ready, will be the first to exit. All students, including those that do not cross, will disembark after the driver.
- E. Students that do not cross the roadway will do so and move away from the bus immediately after exiting.
- F. The student/s that need to cross the roadway will wait in front of and to the right of the bus where they can see the driver and the driver can see them.
- G. They are **NOT** to cross the roadway until the driver activates the 'flashing red lights' and gives them the **VERBAL** command to do so.
- H. When it is safe to cross, the student/s will walk, **not run**, completely across the roadway and continue moving away from the roadway.
- I. If the student has forgotten anything on the bus or dropped something in the roadway, **THEY ARE TO TELL THE DRIVER.** They are not to run back into the roadway once they have crossed.

**5. Stress the importance of remaining seated while the bus is moving and remaining quiet at all railroad crossings.**

California law requires each pupil to remain seated while the bus is in motion. Students are to take their seat, face forward, and remain seated at all times on the bus. Students are to be courteous to the school bus driver and to fellow passengers. California law requires school buses with passengers aboard to stop at all railroad crossings. Students are to remain silent at the railroad crossings so that the driver can **STOP, LOOK and LISTEN** for approaching trains.

**6. Bus conduct/Video Cameras:**

**Per Board Policy 5131.1**

**BUS CONDUCT**

“Bus transportation is a privilege extended only to students who display good conduct while preparing to ride, riding or leaving the bus. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a student to be denied transportation.”

“The Superintendent or designee shall establish regulations related to bus conduct, bus drivers authority, and the suspension of riding privileges. The Governing Board shall make these rules available to parents/guardians and students.”

**Per AR 5131.1(a)**

**BUS CONDUCT**

“Because school bus passengers’ behavior can directly affect their safety and the safety of others, the following regulations apply at all times when students are riding a school bus, including school activity trips.”

1. Riders shall follow the instructions and directions of the bus driver at all times.
2. Riders should arrive at the bus stop on time and stand in a safe place to wait quietly for the bus.
3. Riders shall enter the bus in an orderly manner and go directly to their seats.
4. Riders shall remain seated while the bus is in motion and shall not obstruct the aisle with their legs, feet, or other objects. When reaching their destination, riders shall remain seated until the bus stops and only then enter the aisle and go directly to the exit.
5. Riders should be courteous to the driver and to fellow passengers.
6. Because serious safety hazards can result from noise or behavior that distracts the driver, loud talking, laughing, yelling, singing, whistling, scuffling, throwing objects, smoking, eating, drinking, standing and changing seats are prohibited actions, which may lead to suspension of riding privileges.
7. No part of the body, hands, arms or head should be put out of the window. Nothing should be thrown from the bus.
8. Riders shall help keep the bus and the area around the bus stop clean. Riders shall not damage or deface the bus or tamper with bus equipment.
9. No animals shall be allowed on the bus without express permission from the principal or designee.
10. Riders should be alert for traffic when leaving the bus.

“Riders who fail to comply with the above rules shall be reported to the school principal, who shall determine the severity of the misconduct and take action accordingly. In all instances of misconduct, the rider and his/her parent/guardian shall be given notice and warning. In the case of a severe violation or repeated offenses, the rider may be denied transportation for a period of time determined by the principal, up to the remainder of the school year. Bus drivers shall not deny transportation except as directed by the principal.”

**VIDEO CAMERA SURVEILLANCE**

“The Superintendent or designee shall supervise the use and maintenance of video cameras.”

**Neither** students **nor** staff shall tamper or interfere with video camera equipment on school buses.

## **BUS CONDUCT**

“Camera supports shall be installed in all buses, and cameras shall be rotated among the buses and activated at the discretion of the Superintendent or designee.”

“The Superintendent or designee shall notify students, parents/guardians and staff that video surveillance may occur on any school bus and that video recordings may be used in student disciplinary proceedings. This notification shall include a copy of the districts policy and regulation on bus conduct. In addition, a prominent notice shall be placed in each bus, stating that the bus is equipped with a video monitoring system.”

“The Superintendent or designee shall routinely review videotapes taken on school buses and shall document any evidence of student misconduct. Two weeks after this review, the Superintendent or designee may erase any tapes that do not show incidents of misconduct.”

“Tapes retained as part of an individual student’s disciplinary record shall be maintained in accordance with law and Board policy governing the access, review and release of student records. Tapes retained as part of an expulsion record are nonprivileged, disclosable public records pursuant to Education Code.”

“Videotapes may be viewed by persons other than the Superintendent or designee under the following conditions:”

1. When student misconduct is revealed as a result of school bus videotape or reported to the Superintendent or designee by a student, staff member or parent/guardian, students involved in the incident and their parents/guardians may ask the Superintendent or designee for an opportunity to view the videotape.
  - a) Requests for viewing must be made within five school days of receiving notification that misconduct occurred.
  - b) A viewing shall be provided or denied within five days of the request.
  - c) Viewing will be limited to those frames containing the incident of misconduct.
2. Bus drivers and school administrators may ask to view videotape in order to observe a specific problem and work toward its solution.
3. Viewing shall occur only at a school-related site and in the presence of the Superintendent or designee.
4. All persons who view a tape shall be identified in a written log.

## **7. Bus Referrals**

When a student violates the bus rules the driver will submit a Bus Referral to the school site at which the student is enrolled. The Bus Referral will include:

- Student’s name
- Date of the occurrence
- Nature of the misconduct
- Bus and Route Number
- Bus drivers name
- Number of violations that the student has previously received
- Assessment of the student’s attitude at the time of the misconduct

The school site will determine what action will be taken in regards to the Bus Referral. Standard actions are as follows:

- 1<sup>st</sup> violation** – Written warning
- 2<sup>nd</sup> violation** – Transportation denied for five (5) school days
- 3<sup>rd</sup> violation** – Transportation denied for a minimum of fifteen (15) school days

The school site will notify the Transportation Department when they deem that a bus suspension is appropriate. The school site will notify the student and/or the parent to notify them of any bus suspension. The school site will send a copy of the bus referral to the Transportation Department. A copy of the bus suspension will be given to the school bus driver. The school bus driver will deny the student/s bus transportation on the date/s that are designated on the bus referral form. The student/s will be able to ride the bus after the bus suspension has been served.

### **PER 5CFR14103**

#### **AUTHORITY OF THE DRIVER**

“Pupils transported in a school bus or in a school pupil activity bus shall be under the authority of, and responsible to directly to, the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across a street, highway or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation. A bus driver shall not require any pupil to leave the bus en route between home and school or other destinations.”

#### **8. Adverse Weather Conditions**

School bus operations shall be limited when atmospheric conditions reduce visibility on the roadway to 200 feet or less during regular home-to-school transportation service. There are occasions when it is not safe for our school buses to operate (snow, heavy rain flooding, fog, etc.). The Director of Transportation, or designee, will determine if a school bus shall not proceed as scheduled on route. The Director of Transportation, or designee, will notify the affected school sites as soon as possible. In the event that you need to contact the Transportation Department in regards to adverse weather conditions please call (951) 845-3010.

#### **9. Seat belts**

When a school bus or student activity bus is equipped with a passenger restraint system, all passengers shall be required to be properly restrained by that system while the bus is in motion.