

**BLACKFOOT SCHOOL DISTRICT NO. 55
TRANSPORTATION DEPARTMENT
440 W JUDICIAL STREET
BLACKFOOT, ID 83221**

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POLICIES AND PROCEDURES: STUDENTS

Safety is the primary consideration for students traveling on school buses. Transportation policies, rules, and regulations, have been established by the Blackfoot School District Board of Trustees, the Idaho State Board of Education, and the State of Idaho for the protection of students. Students are expected to follow these established rules and regulations. Rules are posted on all the school buses, in addition, all students receive a transportation handbook at registration. Parent(s)/guardian(s) should review and discuss school bus rules - as presented in the handbook - with their child(ren) in an effort to help the student(s) understand and accept responsibility for good school bus conduct. Riding a school bus is a privilege, not an undeniable right.

The bus is an extension of the school. Students are under the jurisdiction of school personnel while riding the school bus and while loading and unloading. Students utilizing the school bus will ride all connecting buses until arriving at their designated school, students are not permitted to walk between schools. Video cameras are available for the purpose of recording students' behaviors while riding the school bus.

Buses stop only at board approved locations, students are expected to ride their assigned bus(es) and to use their assigned bus stop(s), each student has one (1) assigned stop. The district's responsibility is to provide transportation to and from school not to provide transportation for students going to cub scouts, music lessons, a friend's house to play, a birthday party, daycare's, etc. However, exceptions may be made if there is room on the bus, if an existing stop can be used, and if a parent gives written permission. Parent permission slips must be verified and approved by the students administrator. This applies to all students, even secondary.

If a student needs to change bus stops for a temporary period of time (i.e., the parents are going out of town and the student needs to go to a relatives home until the parents return) or if a parent wishes a student to use a stop different than the assigned stop (i.e., a parent wants a student to use a stop that necessitates the student crossing railroad tracks - which district cannot support) the parent must request a change of stop on the form provided by the district office and submit it for district approval. If a hazardous/dangerous situation exists with a stop change the parent is required to sign a release of liability as provided by the district.

Special Education students will have the most efficient routes possible; excessive amounts of time on a school bus for Special Education is not acceptable. The transportation office requires a non-traditional information form for students enrolled in special programs including but limited to: Special Education, GT, ESL/LEP, Day Treatment, Alternate, etc. If the proper information is not received by the district transportation office it could result in a delay in providing a student with transportation. All Special Education routes will be created each year and evaluated periodically, based on students, location, and schools.

Kindergarten students and special education students are not to be dropped off at their stop if no one is home to receive them. If students are undeliverable because no one is home or they are unable to get into their home, they will be taken to a designated school or daycare. If a parent cannot be located before the daycare closes the student becomes the responsibility of 1) the transportation director, 2) the Superintendent, and 3) the principal of their school. Parents are expected to pay the charges for any

daycare services provided. Parent's are expected to be home or have a responsible party available for delivery of their students. Arrangements will not be made to keep students on the bus for additional time just for the convenience of the parent(s). Parent(s) will need to make appropriate arrangements for their student.

Regular education students can not ride on the special education buses. These buses are to transport only those students enrolled in special education classes who have an IEP designating they are to be provided with Special Transportation.

Bus services will only be provided for Independence Alternate High School students that are residing in the Blackfoot School District No. 55 boundaries. Students attending this school outside of the school boundaries may obtain transportation via the IAHS school bus or by other means. Independence students will have to wait for a shuttle bus after school has release to transport them to Mountain View Middle School where they will catch their bus to go home.

It is not the district's responsibility to supervise or handle situations such as fighting which may occur while students walk to and from school or while they are at a bus stop. The primary responsibility for these situations is with the resource officers or other law enforcement officials. However, secondary support is given by administration and other district personnel. The district is not responsible for loose dogs in neighborhoods, these situations will need to be taken to local pet control or other law enforcement officials.

Any student(s) that knowingly attempts to assault, threaten or cause bodily harm to a school bus driver and/or another student(s) will be disciplined according to Blackfoot School District No.55 policy. A student could be suspended from the school bus for five (5) days and possible loss of riding privileges for the remainder of the school year, criminal charges could be filed.

Emergency evacuation drills are conducted at all schools during the course of the school year by the contractor(s). These are scheduled ahead of time by the district transportation office. In addition to the drills all students are required to watch a training video on emergency evacuations. Each bus driver must participate in one emergency evacuation a year. All drivers will receive a schedule for the current fiscal school year for simulated emergency evacuations, these will be conducted on the assigned date and signed off for documentation purposes.

Items left on a bus are held on that bus for two (2) weeks. If they are not claimed within that time they will be removed and kept at the contractor's bus garage for one month. At the end of a month if they are not claimed they are donated to a local charity.

Each year information will be sent to the schools concerning the state sponsored bus safety poster contest. This information is provided to the district by the state education pupil transportation department. The individual school principals and teachers determine whether or not their pupils will participate in this event. If they chose to do so they are required to follow the rules established by the state. Winning posters on the local level are sent to the state to be judged during the June IAPT Conference. State winners will receive cash prizes. First place winners on the state level represent the state on a national level. The winning poster at nationals is printed and distributed nationally and used during the National School Bus Safety Week which is the third week of October in the following year.