

Wayne Public Schools Transportation Department

Rules & Responsibilities



Introduction

The mission of the Wayne Board of Education Transportation Department is to provide safe and efficient transportation to the students of Wayne. This brochure will provide students who ride the bus to school with important information regarding their expectations as a passenger. School buses, by design, provide significant protection for the passengers, but the passengers themselves play a critical role in making the ride to and from school even safer. All students have a right to experience a safe ride, but students also have a responsibility to contribute to the safety of the ride. Please take the time to review this information with your child and be sure he or she understands the importance of their role in helping to maintain safety.

Rules & Expectations

Rules and expectations for students are directly related to student safety. The safest ride possible will be provided by the school district through the cooperation of the students, parents, faculty and drivers. These rules are enforced by the Transportation Staff and the building administrators. Your child should realize that riding the school bus is a privilege, and permission to continue to ride can be withdrawn if order and conduct are unruly. Students who violate safety procedures will be reported by the Transportation Staff to the appropriate building Principal or Vice Principal. Violations will result in a series of disciplinary actions: (1) Discussion with student and parent notification; (2) Suspension of riding privilege for one week; (3) Suspension of riding privilege for one month; (4) Suspension of riding privilege for the remainder of the school year (or longer, if warranted). In the event of a serious infraction (i.e. smoking, fighting, vandalism) the notification process may be bypassed, resulting in immediate loss of riding privilege.

Parent Responsibilities

- Parents are responsible for the safety of students until they board the bus. Parents are encouraged to escort their children to the bus stop, especially along and across busy roadways.
- Parents of Kindergarten students are required to meet them at the stop at the end of their school day. Should there be no one to receive the child, he/she will be taken back to the school and transportation home becomes the responsibility of the parent.
- For departmental safety and tracking, your child is only permitted to ride the bus he/she is assigned to and get on and off at their assigned stop only. No ineligible riders are allowed on the bus.

Student Responsibilities

- Only students who are eligible will be permitted to ride the bus. No student may ride a bus that they are not assigned to. Students are required to get on and off at their assigned stop only. Keep your bus pass available at all times.
- Please be sure to be at the bus stop at least 10 minutes prior to your stop time. Also, you must allow 10 minutes after your stop time for the bus in case there are any unforeseen circumstances that might cause a bus to be late such as traffic or weather. If the bus does not arrive within a reasonable amount of time, it is recommended that you return home and call the Transportation Department for direction.
- Wait for your bus in a safe place, well off the roadway. Do not play or wait in the road. Respect the property of the area your stop is located at.
- Do not approach the bus until it has completely stopped and the driver has opened the door. If you must cross a roadway to get to your stop, you should cross only when the school bus arrives and stops, the red lights are flashing and the driver has signaled you to cross. ALWAYS cross in front of the bus, NEVER behind.
- Enter the bus in an orderly manner, take your seat, buckle your seat belt and remain seated. Keep your head and arms inside the bus at all times. Keep the aisles clear of feet, legs, arms, backpacks, etc.
- Keep the noise level at a minimum for the safest driving conditions. Be totally silent at all railroad crossings.
- Follow the instructions of your bus driver. The driver has the authority to assign or change seats whenever necessary. Behave appropriately and be courteous to the driver and your fellow passengers.
- Students are required to maintain classroom-like behavior. Keep your hands to yourself. Pushing, grabbing, and reaching over seats is not permitted.
- Vandalism to any part of the bus will not be tolerated and will be treated with appropriate discipline.
- No smoking on the bus. No gum, food or drinks are permitted. Cell phones are not permitted to be used on the bus.
- Oversized objects (musical instruments, sports equipment, etc.), skateboards, or skis are not permitted on the bus to school or home from school.
- Be on time at the end of the school day. Once the driver closes the door and the bus begins to move, he is not permitted to open the door for anyone else under any circumstance.
- All of our buses are equipped with video surveillance for the safety of all passengers.

When departing the bus, step off carefully and be sure to walk far enough away from the bus and the roadway. If you must cross a roadway at the stop, be sure to cross at least 10 feet IN FRONT of the bus. NEVER cross behind a bus.

If you have any questions regarding bus safety or student transportation, call or write:

**Wayne Board of Education
Transportation Department
195 Dey Road
Wayne, NJ 07470
973-633-3144 or 3120**