

## SCHOOL BUS RULES

1. Follow the driver's instructions.
2. Treat all people with respect
3. Stay seated; do not move from one seat to another. Do not block the aisle. Share the bus seat with others.
4. Keep head, arms, hands inside the bus. Windows can only be opened half-way.
5. Talk quietly. No teasing, harassing, profanity, fighting or horseplay.
6. Do not throw any objects inside the bus or out of the bus. No spitting.
7. No weapons, dangerous objects, animals, insects, or pets on the bus.
8. No eating or drinking on the bus.
9. No tobacco, drugs, lighters, matches or aerosols on the bus.
10. Do not damage the bus. Do not tamper with emergency exit devices.

School bus drivers may assign students to a specific seat to prevent misconduct. Remember that the school bus is an extension of the classroom.

District behavior and discipline policies apply to the school bus just as they do in the classroom. Riding the school bus is a privilege and a student's eligibility to ride the bus may be revoked for violation of the school's safety or conduct policies.

## BRINGING LARGE ITEMS ON THE BUS

Items carried on the bus by students should be able to fit on the student's lap or on the floor under the seat in front of the student. The dimensions of the area under the seat are approximately 34" wide, 14" deep, and 10" high.

Items can not be placed where they will block the aisle. Please try to make other arrangements if your child needs to transport a valuable or fragile item such as a large school project or expensive musical instrument. No skis, snowboards, or skateboards.

We discourage wheeled backpacks as they are often difficult for children to lift up the bus steps and these backpacks are too wide to be wheeled down the aisle of the bus.

## PARENT RESPONSIBILITIES

Share expectations with your child about courteous and respectful behavior. Review the school bus rules with your child. Ignorance of the rules is not an excuse. Students violating bus rules may forfeit bus riding privileges.

Help your child learn their bus numbers.

It is the responsibility of the parent/guardian to ensure that their child arrives/departs safely at the bus stop. If necessary, accompany your child to the bus stop and meet their bus at the end of the day.

Adults other than bus company or district staff are not allowed on route buses.

Provide the bus company and your child's school with current day-care information before the beginning of each school year. Day to day consistency reduces confusion for students at the end of the day.

## KEEPING YOUR CHILD SAFE AT THE BUS STOP & WHILE RIDING THE BUS

- Be at the bus stop at least five minutes before the scheduled stop. If a student misses the bus, it is dangerous to run down the street after the bus.
- While at the bus stop, respect people's property. Do not trample their lawns, flowers, or shrubs.
- Get on the bus in single file without pushing and shoving. Take one step at a time and use the handrail.
- Students who need to cross the street to board the bus should wait for a signal from the bus driver and watch for vehicles that might violate the stop arm.
- Students should be seated quickly and stay seated.

## LOST & FOUND

Please call Benjamin Bus if your child has left an item on the bus.

Students are discouraged from bringing unnecessary expensive/valuable items on the bus because of the potential for loss or theft.

NORTHFIELD SCHOOL DISTRICT 659

## STUDENT TRANSPORTATION



Benjamin Bus/Northfield Lines, Inc.

32611 Northfield Blvd  
Northfield MN 55057

507-645-5720

507-645-5635 Fax

# NORTHFIELD SCHOOL BUS TRANSPORTATION

## BEHAVIOR/DISCIPLINE

Misbehavior which distracts the driver is a serious hazard to the safe operation of the vehicle, and as such, jeopardizes the safety of all passengers. All rules that apply to school behavior shall apply while riding or waiting to ride a school bus. Therefore, students may be administered consequences consistent with other school discipline procedures and in accordance with the District Transportation Policy.

In most situations, drivers will give verbal warnings when students choose to misbehave. If misbehavior continues, a *School Bus Incident Report* will be issued to communicate information to parents and school administrators. Parents are required to sign a copy of the bus incident report before the student will be allowed to ride the bus again.

Consequences follow district policy as listed in the Student Citizenship Handbook.

	Grades K-5	Grades 6-12
1st Offense	<i>Disciplinary action assigned by building administration</i>	<i>Disciplinary action assigned by building administration</i>
2nd Offense	<i>Disciplinary action assigned by building administration</i>	<i>Up to 5 days off bus</i>
3rd Offense	<i>Parent meeting 1 to 3 days off bus</i>	<i>Parent meeting Up to 10 days off bus</i>

Students endangering persons and/or property may lose bus-riding privileges immediately and for an indefinite period of time.

Additional offenses are individually considered. Students may be suspended from riding the bus for a longer period of time, including the remainder of the school year.

## *Frequently Asked Questions*

### **How will I know which bus my children will ride?**

Families should watch for school bus information post cards which are mailed in late August.

### **My child will need to be picked up at a stop near a daycare provider. How do I arrange for this?**

Complete a new bus registration form (available at your school office), or call Benjamin Bus. Remember, the request must be consistent every day, and the daycare location must be in the same attendance area as the school your child will attend.

### **We live in the country. Why does our bus pick up students in town?**

Every effort is made to maximize the use of each school bus. Most buses are partially filled in rural areas, then fill up with a few stops in town en route to the high school and middle school. If it were necessary to fill a bus with rural students only, the bus would have to cover many more miles and the bus route would take longer. Bus stops in town actually result in shorter rides for most students.

### **Why does my child have to transfer buses?**

Smaller schools such as Arcadia, Northfield ALC, Prairie Creek & St Dominic draw students from the entire district. It would not be possible to have over twenty route buses go to each of these schools to drop off or pick up students, so it is necessary to have transfers at the middle school in the morning and at the middle school and/or Greenvale and Sibley in the afternoon. Bridgewater, Greenvale and Sibley attendance area boundaries result in fewer transfers.

### **Can my child ride home with a friend after school?**

No. Students are not permitted to ride to/from an alternate location with a friend. In case of a serious family emergency, such as the death or unexpected hospitalization of a family member, please contact the principal's office at your child's school as early in the day as possible for alternate arrangements. If a student is staying at a different location for one week or more, please contact the bus company to change the listed stop. The stop must be on an existing route, as buses will not be rerouted for temporary addresses.

### **How are bus stop locations determined?**

We make every effort to select safe places to load and unload students. Generally, neighborhood bus stops are centrally located for all students. Please note that drivers are not allowed to adjust their routes without authorization from the office. If it is necessary to request a change or addition to a route, please call Benjamin Bus. Generally, changes will not be made during the first two weeks of school.

### **My children will not ride the bus this year. Do we need to let anyone know?**

Yes, it is very helpful to those planning routes if they know which students will not be riding the school bus, especially rural students. It allows routes to be planned efficiently for those who will ride. Call Benjamin Bus if you know that your children will not ride the school bus to and/or from school. If your situation changes and your children need to start riding the bus, call to have your children added to the route.

### **Can my child ride a different bus to go to a music lesson or other activity?**

No. Transportation is not available on regular route buses for activities such as work, music or dance lessons, horse activities, scouts, church events, etc. The district provides transportation from only one pick up location and to only one drop off location.

### **We live outside the district. Is bus service available for my child?**

District policy provides for students who are residents of other districts who open-enroll to a Northfield district 659 school to be transported on established routes in the district. Contact the bus company for information on safe bus stops that are used for this purpose. Students who live outside district 659 and attend charter, private, or parochial schools located in the Northfield district are not eligible for school bus service provided by ISD 659.

### **What if I am late bringing my child to the bus stop?**

*Never* chase a moving bus or follow in a car to another bus stop. It is dangerous for children to chase the bus or walk unexpectedly alongside the bus. If you're running late, you'll need to drive your child to school.