

Cupertino Union School District

Transportation Department

The following information has been prepared to assist you in educating your student about safely walking to and from the bus stop and general school bus safety including red light crossing.

BUS SAFETY

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

Each school site will have a complete list of bus routes and stops for their school. Parents should review the bus schedule with their children and indicate which stop is to be used as assigned by the district.

Observe and discuss with your child the school bus "Danger Zones."

The danger zone is the space all around the school bus. It goes out 12 feet. The school bus driver cannot see the children in this zone, especially around the wheels. It is very dangerous to be in this area.

Here are some important rules for your child that must be followed for "danger zone" avoidance:

- ❑ Do not cross between two or more parked buses.
- ❑ Never try to get anything that is dropped around the bus. Tell the driver or teacher.
- ❑ Tell the bus driver if you have to cross the street after being dropped off or when being picked up. California has special laws concerning this issue.

WALKING TO THE BUS STOP

Have your child schedule appropriate time to get to his/her bus stop. Encourage him/her to:

- ❑ Plan to leave home at the same time every day and get to the bus stop with five minutes to spare without hurrying. When your child rushes to catch the bus, he/she may be careless when crossing the street or approaching the bus.
- ❑ If any streets must be crossed between home and the bus stop, remember to stop, listen, look left, right, and left again before crossing.

WAITING FOR THE BUS

- ❑ Wait for the school bus in a safe place. Playing around the bus stop is not safe.
- ❑ If your student must cross the road the bus is stopped on to board the bus, instruct them to wait for the driver to escort them across the street.
- ❑ Form lines facing the direction from which the bus will approach.
- ❑ Wait back at least 12 feet from the edge of the roadway. Do not approach the bus until it has come to a complete stop and the front door has been opened.

GETTING ON THE BUS

- ❑ Get on the bus in single file. Do not push or shove.
- ❑ Use the handrail when climbing aboard the bus. Leave room for the student ahead of you to board safely.
- ❑ Move quickly but carefully to your seat and sit down. If your bus has seat belts, you must buckle up.
- ❑ Our drivers are properly trained and buses are properly equipped to deal with late arriving students.

RIDING ON THE BUS

Stress the importance of following these rules while the bus is moving:

- ❑ California law requires each pupil to remain seated while the bus is in motion.
- ❑ Students must take their seat, face forward, and remain seated at all times on the bus. Never kneel or stand on the seat.
- ❑ Be courteous to your school bus driver and fellow passengers.
- ❑ It's alright to talk quietly with people near you, but never scream or yell.
- ❑ Direct your child to respect and follow the directions of the bus driver. It is for their safety. Drivers need to give as much attention as possible to the task of driving. A discipline problem could distract them.

GETTING OFF THE BUS

Help your child understand and follow these rules when disembarking from the bus:

- ❑ Pay attention. Be organized and ready to leave when the bus reaches your stop.
- ❑ Stay seated until the bus comes to a complete stop and the front doors have been opened. The driver will tell you when you may leave or will escort the group from the bus.
- ❑ Let the closest to the front off first.
- ❑ Always use the handrail going up and down the steps.
- ❑ Watch your step. Don't jump off the bus.
- ❑ Move away from the door quickly, taking at least 5 giant steps away from the bus before walking. Stay clear of the wheels. Don't go after anything that rolls or falls under or in front of the bus. Tell the driver about it. Never reach back into the bus through the windows. Observe safety procedures and be alert for traffic after leaving the bus.
- ❑ Go directly home. Do not talk to strangers and do not accept rides from strangers.

If your student's bus stop necessitates a red light escort (crossing), the following procedures are to be followed:

- ❑ The driver must do several preliminary procedures prior to the student exiting the bus.
- ❑ The students will line up to exit the bus.
- ❑ The driver is to ask students if they need to be crossed.
- ❑ The driver, when ready to disembark the bus, will be the first to exit.
- ❑ Disembarking student(s) who do not need to cross the roadway will move quickly from the bus after exiting.

- ▣ Student(s) who need to cross the roadway will wait in front and to the right of the bus where they can see the driver and where the driver can see them.
- ▣ Students are not to cross the roadway until the driver gives them a verbal command to do so.
- ▣ When safe to cross, the student will walk, not run, between the driver and the front of the bus and go completely across the street, continuing to move away from the street/roadway.
- ▣ If the student has forgotten anything on the bus or dropped anything in the roadway, he or she is to tell the driver.
- ▣ Students are not to run back into the roadway once they have crossed the roadway.
- ▣ Parents are asked not to park across the street from the bus stop as routes are designed to assure optimal student safety. Please do not compromise our intent by making student cross over any roads or highways.
- ▣ Drivers will report in the form of a district approved incident report whenever a parent compromises the safety of a student by parking on the opposite side of a road or highway, necessitating a student crossover.

EMERGENCY SITUATIONS

A school bus is actually safer to ride in than a family car, but accidents can still happen. If there is an accident, instruct your child to:

- ▣ Stop talking.
- ▣ Stay calm.
- ▣ Do not touch emergency equipment unless told to do so.
- ▣ Wait for the driver's instructions. In most cases, your child will be told to stay in his/her seat until help arrives.

Evacuation procedures will be practiced at each school site once per school year. Emergency instructions will be given to all passengers prior to departure of every field trip.

The driver will tell your child to evacuate if:

- ▣ There is a fire (or danger of a fire)
- ▣ The bus is in an unsafe position.

If evacuation is ordered, remind your child to:

- ▣ Avoid crowding the aisles.
- ▣ Keep moving toward an exit. Don't stop to watch what friends are doing.
- ▣ Wrap all loose clothing around him/her so that it won't get caught on the door hinges or other parts of the bus.
- ▣ Keep hands free. Leave belongings behind.

STUDENTS' RESPONSIBILITY

Riding the school bus is a privilege. This privilege can be, and will be, revoked when serious misconduct occurs or when minor infractions occur repeatedly. Refusal of the District to provide transportation under these conditions does not excuse parents from their responsibility of having their children in school.

Title 5 Cal. Section 14203 of the State law reads:

Pupils transported in a school bus shall be under the authority of, and responsible to the driver of the bus. The driver is responsible for the orderly conduct of the pupils while they are on the bus or being escorted across a street, highway or road. Continued misconduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation in accordance with the regulations of the governing Board of Education.

Rules of Conduct

Students will be picked up and let off only at designated stops, and must ride the assigned bus. In order to assure orderly and safe transportation of all passengers on a school bus, the following guidelines/rules have been established.

- ❑ Be respectful and courteous to the bus driver in conduct and language.
- ❑ Remain seated and keep hands and arms inside the bus at all times.
- ❑ Sit only in regular seats and keep hands and arms inside the bus at all times.
- ❑ Do not make, or cause to be made, unnecessary noise such as loud talking, screaming, stomping of feet, loud singing, or any other noise which could distract the driver.
- ❑ No fighting or rough play while on the bus.
- ❑ Do not throw any article in or out of the bus.
- ❑ No eating or drinking on buses.
- ❑ No deliberate or unnecessary littering of the bus with paper, gum or other trash.
- ❑ No animals (except guide, signal or service dogs) on the bus.

Notice of Unsatisfactory conduct: When infractions occur, the driver will submit a school bus referral to the District Office of Transportation and the home school of the student involved. It shall include: student's name, date of occurrence, and nature of misconduct, bus and route number, driver's signature.

If you have questions please contact the Transportation Department at 408 252-3000 Ext 386 or 387.