



## SCHOOL BUS PASSENGER'S SAFETY GUIDELINES

### ARRIVING AT THE BUS STOP



**Arrive Early at the Bus Stop.** Leave Home early enough to reach the bus stop at least 5 minutes before the bus is scheduled to arrive.

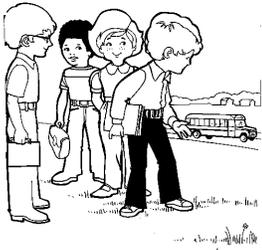
**Walk Safely.** Walk!! Don't run. Stay on the sidewalk, or if there is no sidewalk, stay as far as possible away from the traffic. Walk facing oncoming traffic. Cross the streets only at intersections or crosswalks.



**STOP, LOOK, AND LISTEN** before crossing road. Hoods reduce peripheral vision. Ear buds greatly reduce hearing.

**Items not Allowed on the Bus.** No animals, (including pets), chemicals, dangerous sharp items that could damage property or inflict harm to passengers.

### WAITING FOR THE BUS



**Wait in a Safe Place.** Stay at least 12 feet (4 giant steps) away from the edge of the street or roadway.

**Respect Property.** DO NOT go onto private property.

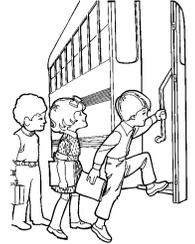
Never leave any trash at the bus stop.

**No Horseplay.** DO NOT run around or play at the bus stop. Loud noises disturb others near a bus stop – wait quietly. Stay out of the street or road while waiting for the bus. You or a school mate may be hit by motorists or cause an accident if a car must swerve to avoid you.

### BOARDING THE BUS

**Prior to Bus Stopping.** Face the direction of the approaching bus, staying at least 12 feet away from the designated stopping location.

**Getting on the Bus.** DO NOT approach the bus until it comes to a complete stop, and the front door has opened. Get on the bus in an orderly manner and use the handrail.



**STOP, LOOK, LISTEN.** Before crossing street or road. Get on the bus in an orderly manner and use the handrail.

### CONDUCT ON THE BUS

**No Disruptive or Distracting Behavior.** Disruptive or distracting actions can result in disciplinary action by an administrator. Riding the bus is a privilege and children can be suspended for inappropriate behavior. School rules apply at the bus stop and on the school bus.

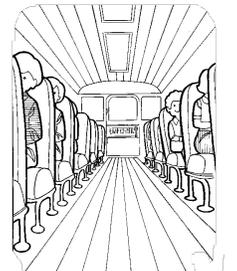
**Be Quiet.** DO NOT distract the driver. Your safety depends on the driver being able to concentrate on driving.



**Stay Seated.** Stay in your seat facing forward at all times.

**Be Responsible for your Safety.** Keeping distractions to a will help the driver ensure your safety.

**Keep the Aisle Clear.** DO NOT put personal items in aisle or in front of exits.



**Be Respectful to Others.** Be courteous to fellow students and the bus driver. To earn respect, you must first show respect.

**R X R Crossing.** Remain silent at all railroad crossings. The bus driver needs to look and listen for warning signals or the train whistle.

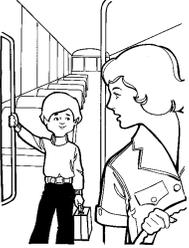


## GETTING OFF THE BUS

**Prior to Your Stop.** Gather personal items and remain seated until bus comes to a complete stop.

**Exiting Down Aisle.** Be careful while moving between students down the aisle.

**Promptly Exit Bus.** Delaying a stopped bus can result in motorists taking unsafe actions.



**Use Handrail.** Proper use of the handrail will prevent slipping and falling.

**Cross in Front of Bus.** Never cross behind the bus.

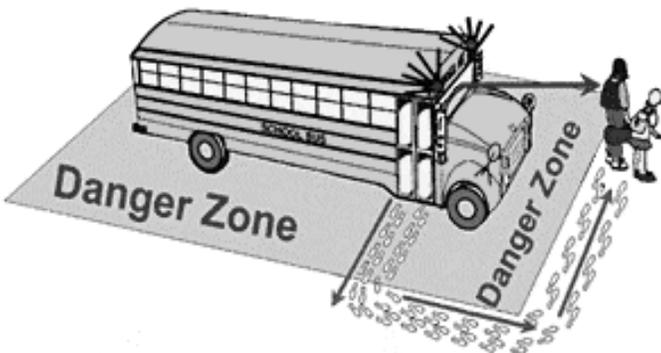
## REPORTING INCIDENTS

**Reporting Harassment.** Students are to report any incident of disrespectful or unsafe behavior to the bus driver and school administrator.

## DANGER ZONE

The most dangerous times of any bus trip is when you are OUTSIDE of the bus. The area within 10 feet around the bus is referred to as the DANGER ZONE. Your undivided attention is required while in this dangerous area. There is also the danger of passing vehicles when you must cross the street or road. Remember to - **STOP, LOOK and LISTEN.**

Remember, if you cannot see the driver's eyes, the driver cannot see you. Tell the driver if you drop anything, and then wait for the driver to tell you what to do. NEVER crawl under the bus.



## EMERGENCY GUIDELINES

**Remain Calm.** In an emergency it is up to you to stay calm. Listen to the bus driver and follow directions carefully the first time they are given.

**Know What to Do.** Learn where all the emergency exits and equipment are and how to use them. Participate in emergency drills.

**Reporting Injury.** Inform driver immediately if you are injured. Contact person for filing an injury claim is the Director of Transportation or school principal.

**Contacting Parents.** Wait to contact parents until told to by bus driver or school personnel.

## BUS EVACUATION PROCEDURES

**Know when to Evacuate.** Evacuate the bus ONLY when told to do so by the bus driver. Follow the driver's instructions on which exits to use to exit the bus. Students are generally safer on the bus than outside the bus; however, certain situations may require evacuation. These situations include smoke or fire, mechanical breakdown on railroad tracks, severe accidents in dangerous locations or other situations as directed by bus driver, EMS or law enforcement personnel.

**Remain Calm.** Your participation in practice drills will help you to stay calm during emergency evacuations. Your staying calm will help other students to remain calm.

**Remain Seated UNTIL your turn.** Do not crowd aisle. Leave personal items on the bus.

**Keep Moving Toward the Exit.** Do NOT push. Secure loose clothing so it won't get caught on the door or any other part of the bus.

**Move at a Brisk Pace but Carefully.** Duck your head and bend your knees if you must jump from rear exit.

**Move away from bus.** Move at least 100 feet from the bus. Be aware of possible dangerous situations. Follow directions of driver. Continue to remain calm.