

**Transportation Regulations and Procedures**  
**STUDENT RIDERSHIP**  
**Ridership Rules – T20.30 – 2009**

**Ridership Rules**

STUDENT RULES

At the beginning of each school year, the principal shall distribute ridership rules to all eligible busing students.

The driver is in full charge of the bus and students. The students must obey the driver promptly and willingly. When a teacher, coach, or other certificated staff member is assigned to accompany students on a bus, such person shall be primarily responsible for the behavior of the students in his/her charge. However, the bus driver shall have final authority and responsibility.

Eligible busing students shall ride their regularly assigned bus at all times, unless permission to do otherwise has been granted by the District Transportation Office. The principal will verify with the transportation coordinator that extra seating space is available and will not cause standees on the bus.

Students shall leave home early enough to arrive at the bus stop before the bus is due, but no earlier than five minutes before the scheduled pickup time. Students are expected to respect the people and property in and around the bus stop. Students shall not stand or play in the roadway while waiting for the bus. When the bus approached, students are to stand six feet from the bus and wait for the driver's signal to load.

When entering or exiting the bus, students must proceed in an orderly fashion and be in view of the driver. Students shall board and exit only at assigned stops and always cross in front of the bus, waiting for the driver's signal to cross.

Each student must see that his/her books and personal belongings are kept out of the aisle. Special permission must be granted by school and transportation authorities to transport any large items. Larger items must be held on the lap. Items considered dangerous (such as skateboards) must be in a completely enclosed backpack or sports bag. Larger musical instruments such as cellos or guitars may be transported with prior approval depending on space availability.

Emergency exit drill procedures will apply in the event of an actual emergency.

Students shall remain seated, keeping all parts of their body inside the bus, and keeping hands and feet to themselves. Classroom conversation and conduct will be observed at all times. Seat assignments for middle school and elementary students shall be mandatory. Permission to change seats can be given only by the school principal and/or the driver. The bus driver shall maintain an accurate seating chart at all times.

Each student shall follow all directions of the driver willingly the first time they are given and show respect for the driver and other students on the bus.

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Harassment (teasing, shouting, pushing, intimidation, or fighting) is not acceptable and will not be allowed at any time.

Pets, weapons, harmful objects, or vandalism (e.g., seat damage) are not acceptable and will not be allowed.

Eating, drinking, and tobacco products are not permitted. All litter must be placed in a trash can.

Students who have to walk some distance along the roadway to the bus loading zone shall, where practical, walk on the left-hand side facing the oncoming traffic.

This also applies to students leaving the bus drop-off zone after school. Students' misconduct on or in the vicinity of a bus shall be sufficient reason to discontinue providing bus transportation to those students involved.

**STUDENTS WITH DISABILITIES**

Bus Routes	Bus routes and schedules shall be established for the best welfare of all students with disabilities. Non-ambulatory students shall receive curb-to-curb service. Non-ambulatory students are asked to be dressed and waiting in front of home for the bus. Buses shall not wait beyond regular scheduled stop time.
Bus Stop Location	Parents shall be notified of the location and time of pickup for their child. If on occasion the parents wish their child to be left at a stop other than the child's authorized stop(s), they shall present a signed request to District Transportation for approval. Except in an emergency, parents should not request a change in the stop.
Parent Responsibility	Parents are responsible for placing their child on the bus and picking the child up at the close of each day. If no responsible adult is at the bus stop, the child shall be returned to the school or the bus garage and the parents shall be notified that they will need to arrange transportation.  If individuals other than parents or authorized school personnel call for children at the school, a written authorization signed by the parent must be presented to the school principal before the child will be released.
Bus Time Schedule	As bus schedules may vary a few minutes, each student should be ready five minutes before the schedule time of bus arrival. The driver is not allowed to wait beyond the time regularly scheduled for the stop. If the bus schedule is seriously delayed, parents will be notified.
Change of Address/Absence	Parents and guardians shall call the contractor's transportation department when they expect their child to be absent and again when the child is to return after an absence. The dispatcher shall, in turn, notify the bus driver. Any changes of address or messages regarding transportation shall be directed to the contractor's transportation department.

6 a.m. to 5 p.m. weekdays

Phone 353-3761

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When a student has been absent the bus shall not return to pick up the student until the contractor's transportation department has been notified by the parent that the child is ready to return to school.

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**SPOKANE SCHOOL DISTRICT BUS RIDING RULES AND REGULATIONS**

**ELEMENTARY AND MIDDLE SCHOOLS**  
**Per Policies and Procedures 8310 and 3200**

For safety reasons, riders are expected to follow rules for riding the school bus. Please read them carefully. Riders are expected to follow these rules at ALL times. Students are also governed by the Student Rights and Responsibilities policy. **YOU ARE REMINDED THAT SCHOOL BUS RIDING IS A PRIVILEGE; ANY INFRACTION OF THE RULES MAY RESULT IN DISCONTINUATION OF BUS RIDING PRIVILEGES.** Thank you for your support.

1. **Loading instructions:** Leave home early enough to arrive at the bus stop before the bus is due, but no earlier than five minutes before the scheduled pickup time. Do not stand or play in the roadway while waiting for the bus. When the bus approaches, stand ten feet from the bus and wait for the driver's signal to load.
2. **Destruction/defacing** of public or private property may lead to suspension of bus privileges. You are expected to *respect* the people and property in and around the bus stop.
3. When **entering or exiting** the bus, proceed in an orderly fashion and be in view of the driver. Board and exit only at assigned stops. ALWAYS cross in front of the bus, waiting for the driver's signal to cross.
4. Each student must see that their books and **personal belongings** are kept out of the aisle. **Large band instruments** will not be allowed on buses that transport students to and from school. **Skateboards** are also not allowed on the bus unless they are completely enclosed in a backpack (not strapped on) or sports bag.
5. Students are required to sit in their **assigned seats** at all times. **Remain seated**, keeping all parts of your body inside the bus. Keep hands and feet to yourself. Classroom appropriate conversation and conduct will be observed at all times.
6. **Follow all directions of the driver** willingly the first time they are given. *Show respect* for the driver and other students on the bus.
7. **Disruptive conduct** (harassment, teasing, shouting, pushing, intimidation, or fighting) is not acceptable and will not be allowed at any time.
8. **Firearms/dangerous weapons** (which are illegal) and other potentially dangerous objects (including snaps, pops and fireworks) are not to be carried on to the bus. If a student is found in possession of any such objects, *immediate suspension* will be enforced pending further investigation.  
  
**Laser Pens** are not allowed on school buses. If a student is found in possession of a laser pen of any sort, the driver will take possession and the pen will be turned into security. If the pen is found being pointed in the driver's mirror/eye, legal action/suspension may be taken.
10. **Animals** of any kind will not be allowed on the bus.
11. **Eating and drinking** is not allowed on the bus.
12. **Tobacco products** are not permitted on the bus at any time.

13. **Only eligible bus riders** may ride the bus. Students may not ride home with a friend who is an eligible bus rider. Bus transportation is intended for home to school transportation only. It does not include accessing the bus to go to work, slumber parties, scouting groups, etc.