

SHORELINE UNIFIED SCHOOL DISTRICT
TRANSPORTATION DEPARTMENT

**2022– 2023 INFORMATION AND POLICIES
FOR PARENTS OF SCHOOL BUS RIDERS**

QUALIFICATIONS TO RIDE THE BUS: (PER SCHOOL BOARD POLICY)

School bus service may be provided as follows:

- Grades K-3: 0.75 mile. *
- Grades 4-8: 1 mile. *
- Grades 9-12: 2 miles *

* Minimum distance from schools within which transportation will be provided is measured from the residence of the student to the nearest boundary of the school by the shortest useable and reasonable route as determined by the transportation department.

No school bus service is provided for the following:

- To or from daycare providers.
- For inter-district transfers – Unless approved by SUSD Transportation Department
- For open enrollment (choosing to go to another school outside of your attendance area)

Other Important Information about Bus Qualifications:

- You must complete an application for the bus pass annually/yearly.
- You must verify your address with the application. Case by case limited exceptions may apply.
- Children will only be dropped off at the same location they were picked up in the morning.
- You must inform the transportation department if your address or phone numbers change any time during the year. **Schools do not typically inform us of those changes when you tell them.**

ROUTE INFORMATION:

- For the safety and security of your child, the transportation office will not provide route information over the phone unless you can prove you are the parent or legal guardian.
- **For security purposes, non-students (adults/parents as well) are not allowed onto the bus unless granted permission by the bus driver.**
- Be sure your child is at the bus stop for morning pick up **5 minutes before** the listed time. This ensures that your child will not miss the bus.
- Morning pick up time is the time the bus arrives. The bus may arrive earlier, but will not leave until the time listed. The bus will depart as soon as all who are at the bus stop are loaded onto the bus. We cannot wait for late arrivals due to limited time available to get children to school on time.
- Due to a very limited office staff, we cannot phone people when buses are running late.
- **LATE BUSES** may happen due to weather, traffic, mechanical breakdown or driver shortage.
- The SUSD Transportation Department cannot call you if the bus is going to be late. We have a very limited office staff. **You must call us if you believe the bus is late. We can then provide updated information on the bus situation.**
- **PHONE NUMBERS TO CALL:** If your child's bus is more than 10 minutes later than the time you have been given, call 707-878-2221 to check on its arrival time.

KINDERGARTEN BUS INFORMATION:

- School Board Policy requires kindergarten children to have a parent at the bus to place their child onto the bus and to receive them when they are dropped off at the bus stop.
- **Please see additional important information about kindergarten transportation in the kindergarten packet.**

Afternoon Drop Off Information: GRADES 1-5

- If your child is approved for transportation, the expectation for all grades 1-5 is they are capable of walking from the bus stop location to home after departing the school bus.
- Parents are encouraged to teach their children how to walk home from the bus stop. All bus stops are established in the child's home area for this reason. Children must know how to walk home or should be met by parents.
- If a child tells the bus driver they don't know how to walk home or the child tells the bus driver their parent isn't there to meet them or a driver **notifies** a child who is **possibly** displaying signs of confusion or anxiety **during the de-boarding process**, the child will be brought back onto the bus.
- The child will be kept on the bus and brought back to the school of origin for the parent to receive the child. Due to time constraints within the bus routes, *this return process may not immediately take place and the child may be on the bus for quite some time.*
- Repeated issues where the child must be returned to school will need to be addressed with the parent by the Transportation Office.
- Should a parent have the need to have their child met by an adult, this information needs to be communicated to the transportation office @ 317- 4885 before the child boards the bus for the ride home from school.
- In these cases, parents should be at the bus stop at least five (5) minutes before the scheduled drop off time to ensure you do not miss the bus.

STUDENT CONDUCT:

IT IS VERY IMPORTANT TO UNDERSTAND THE FOLLOWING ABOUT SCHOOL BUS SERVICES:

- Riding the school bus is a privilege that must be respected. **School bus service is not a mandated service.**
- While your child is on the school bus or at the bus stop, they must follow the bus rules and immediately obey the directions of the bus driver. **Students who blatantly refuse to comply with the bus driver's instructions will be suspended from bus services until such time a meeting can be arranged between parent, child and transportation staff.** This is for everybody's safety.
- By state law, the bus driver is responsible for **all** passengers on the bus and at the bus stop.
- Failure to immediately comply with the driver's directions will result in disciplinary action being taken per school board policy.
- All passengers may have their picture and voice recorded while riding on the school bus.
- The rules to ride the bus are included in this packet. *Please see page 3 and 4 of this packet.*

We encourage all passengers to follow the rules so each child may have a safe and pleasant experience on the school bus.

Leland Kinard
Directory of Transportation

