

## BUS RIDER'S GUIDE

This Bus Rider's Guide has been prepared by the professional bus drivers of Haslett Public Schools in cooperation with district administrators. This Guide is intended for all persons using the Haslett Public Schools bus services. The guidelines that follow are intended to provide for the safe and orderly transportation of students, staff, and other personnel that may use the bus service. These guidelines form the basis for the bus rules that all passengers will be expected to follow.

1. The driver is in charge of the bus at all times.
2. To maintain regular schedules, pupils must be at their pick-up location on time - 5 minutes before pick-up time. Bus drivers cannot wait for tardy students.
3. Students must stay off the roadway while waiting for the bus. They must form a line to get on the bus. While waiting for the bus, students must behave in a well-mannered, orderly fashion, with no physical or verbal abuse to other individuals or abuse of others' property. Students must wait until the bus has come to a complete stop and the door is opened before attempting to get on the bus. When leaving the bus, students must remain seated until the bus has come to a complete stop and the door is opened.
4. All students who cross the street or road when leaving the bus must cross 10 FEET in front of the bus. (Elementary school students must wait for a hand signal from the driver before they cross. **The driver will touch his or her forehead.**) Students are not to linger but cross promptly.
5. Students are expected to remain in the seat designated by the driver. Students must keep their feet out of the aisles, off seats, and off the back of seats and refrain at all times from moving around while the bus is in motion.
6. There is to be absolutely no talking or other noise when approaching and crossing railroad tracks.
7. Side windows may be lowered halfway only. No part of the body and no objects should be extended outside the window.
8. There shall be no loud talking, shouting, whistling, or profanity on the bus at any time. Students must avoid unnecessary, disturbing noises. The driver should not be distracted while the bus is in motion. Students are not to shout at passing persons or vehicles.
9. Fighting, wrestling, or horseplay will not be tolerated. Students must refrain from taking other students' property such as hats, coats, pencils, books, and lunches. Throwing of articles of any kind on the bus is dangerous and will not be tolerated.

10. Animals, reptiles, amphibians, and birds are not permitted on the bus. Large items not able to fit on the student's lap are not permitted. Weapons, knives, fireworks, and dangerous objects are prohibited on the bus. Radios are not allowed on the bus; walkman radios with headphones, however, are permitted. Only rolled-up sleds in bags are permitted. No skateboards are permitted. The aisles shall be kept clear at all times. Litter should be placed in waste containers.
11. NO medicine is allowed on the bus.
12. Eating, smoking, chewing tobacco, or possession of intoxicants or illegal substances on buses is prohibited. Students are not to play with matches or fire on the bus.
13. Anyone apprehended for deliberately damaging a bus (tearing seats, breaking windows, etc.) will be suspended from riding the bus and held financially responsible for repair or replacement.
14. Students are to keep any approved articles that are brought on the bus in a bag or case. These articles include musical instruments, athletic equipment, toys, etc.
15. No glass containers are allowed on the bus.
16. The rear door of the bus is to be used only in case of emergencies.
17. A written request from a parent, approved by the school office, will be necessary before a student may be admitted or discharged at a stop other than his/her regular stop, or be allowed to ride a bus other than his/her assigned route.
18. Transportation will be denied to any unauthorized persons.
19. Students may be suspended from riding a school bus for failure to obey the rules or when their actions in any way are considered detrimental to the rights, safety, and property of others, or control of the bus.
20. Electronic communication devices/cell phones are not to be used on school buses to and from school. Electronic communication devices/cell phones may be used on the buses after extra-curricular events.