

TOGETHER IN EDUCATION AS A NATION

Entrusting a child to the care of someone else is one of the most difficult things that a parent will ever do.

At Saddle Lake Student Transportation Services, we understand this and respond to our clients with the safest, mechanically sound vehicles on the road.

Our operators are highly trained, possessing the skills and experience necessary to deliver their passengers safely home. We are responsible for school busing and charter services for events.

NOTE: These guidelines are based on the Highway Traffic Act, the School Act, and Division policy and guidelines.

Bus/Route:

Driver's Name:

Driver's Phone:

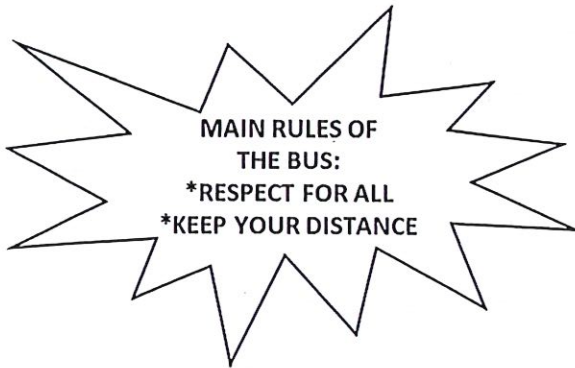
Student's Name:

Parent's Name:

Phone Number:



Stop for the school bus from both directions!



Saddle Lake Education Authority
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Saddle Lake Student Transportation Services

BUS SAFETY GUIDELINES

Bus Driver Responsibilities- The driver's primary responsibility is to transport students to and from school.

1. Must arrive for pick up/drop off on scheduled times, with a 5-minute grace time to compensate for weather, road or unforeseen conditions.
2. Drivers are required to stop and wait with flashing amber lights and no longer than 30 seconds regardless if student(s) are not waiting at road.
3. Not allow students to be picked up or dropped off from alternate locations other than residence.
4. Report to Principal, S.T. Coordinator or Education Director of any abuse to driver or violation of rules and regulations, from students or parents.
5. Can suspend students from riding bus, with approval from S.T. Coordinator or Education Director.

Student Responsibilities- The student is primary responsibility is to conduct himself/herself in a manner which will not cause driver to divert his/her attention from driving the bus.

1. Students must conduct themselves in a courteous manner, respect for others for the duration of bus ride to and from school.
2. Students be at end of the driveway 3 to 5 minutes prior to bus arrival.
3. Students must wait for red flashing lights, stop arm and cross-gate to be applied before attempting to board bus.
4. Students who board from opposite side of road must be aware of approaching traffic before attempting to board bus.
5. Students must not distract driver for the duration of trip unless deemed necessary
6. Fighting, smoking use of tobacco and illicit drugs and alcohol consumption will result in **SUSPENSION FROM BUS**
7. Students who cause damages to the interior or exterior of bus will be **SUSPENDED** from bus until damages have been paid for in full.

8. **Students must abide by rules set out by the driver.**
9. **THE BUS DRIVER IS IN COMPLETE CONTROL OF THE BUS.** Students are to remain seated during the entire trip.
10. No permission slips will be granted to allow for students to be dropped off at alternate locations other than residence. **NO EXCEPTIONS.**

The bus driver will report serious student misconduct to the Principal of the school. Any student who insists on misbehaving will be **DENIED THE PRIVILEGE** of riding the school bus or may be suspended from school. For violation of any of these rules will result in a meeting between Student, Parent/Guardian, and Student Transportation Coordinator to resolve the issues.

Parents Responsibilities- It is the parents responsibility to ensure their children are healthy before getting on the bus. Are aware and adhere to the Student Transportation Guidelines and Regulations.

1. Ensure that their children are at the bus stop on time.
2. Accept responsibility for the proper conduct for their children prior to boarding the bus, during their daily trips and upon drop off.
3. In emergent conditions (i.e. inclement weather, school closure, evacuation) please ensure your children are aware of what procedures to follow.
4. When students are sent home early, make arrangements for their child's early arrival home from school.
5. Provide supervision for their children when they are going to and from the bus stop, if child is under 10 years old.
6. Inform the driver, by phone if possible, when their children are to be absent from school or when they do not require bussing.

8. Be responsible for any damage to a bus cause by their children. Students may be suspended from riding the bus until cost is recovered.

9. Instruct children to obey all traffic rules and regulations.

10. If a student is causing a problem on the bus, parents may be contacted to assist the Principal and Bus Driver to correct the problem.

11. Parents are encouraged to inform the driver of any pertinent health information regarding their child (i.e. life threatening allergies, medical conditions, etc.).

12. Absolutely no parents/guardians allowed on the bus. No exceptions.

General Information

1. Bus Drivers may appoint a bus monitor to assist in bus safety practices.

2. For safety reasons any large items (musical instruments, sports equipment, etc) will be stored in front seat behind bus driver.

3. AS Saddle Lake Education Authority is operating a school transportation system, drivers are not permitted to transport any individuals not registered on the bus.

4. Drivers will not deviate from scheduled routes and time to accommodate student activities.