

# Browning School District # 9

## Transportation Department

### PARENT/GUARDIAN & STUDENT TRANSPORTATION HANDBOOK

#### Introduction

The transporting of children to school-by-school bus is not mandatory; it is the option of the local Board of Trustees. The service is provided in the Browning School District for those who wish to ride under the terms established. The following information for parents and students states the school transportation guidelines and rules. Non-compliance may be met by refusal to transport.

#### School Transportation Guidelines

Busing to and from school is a privilege provided to students in grades K-12 beginning on the first day of school. A permanent bus plan, including one morning pick up and one afternoon drop off, location will be established. Once a child boards the bus, and only at that time, does the child become the responsibility of the school district. Such responsibility shall end when the Child is delivered to the regular bus stop at the close of the day. Students that do not board the bus are not the Transportation Department's responsibility. **Daily changes to the child's bus schedule will be allowed prior to 2:00pm M-Th and prior to 1:00pm on Fridays, by calling the school of attendance. Students will not be allowed onto a bus other than the one their registered to ride without a school bus pass. Written notes will need to go to the school secretary for a proper bus pass. Weekly changes to the bus schedule must be done one day before the change is to go into effect. Permanent bus changes, due to the family moving, etc., will be made through the Transportation dept.** If your child is in KW Bergan, Vina Chattin, Browning Elementary, or Napi-there MUST BE AN ADULT HOME when they are dropped off. If there is not an adult home, then we must transport them back to school, upon the 3<sup>rd</sup> incident there will be a report filed with CHILD PROTECTION SERVICES. We will no longer ride around looking for drop offs, or relatives to take students too. Animals, firearms, weapons of any kind, toy guns, balloons, spit wads, aerosols, or any other potentially hazardous material will not be permitted on the bus.

#### Rules at the Bus Stop

1. Be on time and waiting for the bus.
2. Stay off the road while waiting for the bus to stop.
3. Do not run towards the bus or push other students to be the first one to board the bus.
4. Do not participate in horse play while waiting for the bus.
5. Wait for the school bus to come to a complete stop before attempting to board the bus.
6. Do not cross the street at a bus stop until traffic has stopped for flashing red lights.

#### Rules for Riding the School Bus

1. **Always Follow direction of the bus driver.**
2. Go directly to assigned or available seat upon entering bus, keep aisles and exits clear.
3. **Remain seated** until your designated stop. **Do not move** about the bus while in motion.
4. **Students will be held responsible for that seat, including all damages to seat.**
5. Refrain from throwing or passing objects on, from or into bus.
6. **Keep hands to self;** no pinching; biting; hitting; pushing; spitting; touching or horse playing on the bus.

Browning School District # 9  
Transportation Department

**Rules for Riding the School Bus Continued**

7. Do not extend arms or head out of bus windows at any time.
8. Profane language, discourteous comments and gestures will not be tolerated.
9. **No eating or drinking beverages on all buses.**
10. Do not exit from emergency doors and windows unless it is an emergency.
11. There will be **NO** intimate contact on the bus.
12. Refrain from hitching rides via rear bumper or other parts of the bus.

**Leaving the School Bus**

1. Wait until bus comes to a complete stop before walking to exit.
2. Do not run or push while unloading from the bus.
3. When crossing in front of the bus, always watch the driver to give the “all clear” signal and look both ways before crossing the road.
4. Students should go directly from their bus stop to their homes.
5. Students cannot get off at another stop without the proper school bus pass.

**Violations and Consequences of Minor Offences of the School Bus Rules**

**Failure to follow the rules on the school bus will result in the following consequences:**

1. The student will be given a verbal/written warning to stop the behavior and to change seats.
2. If the behavior continues, the student will be given a written referral, a copy will go to parent/guardian, and a copy to the attending school.
3. If behavior persists for 3 referral a letter will be delivered to the Parent/Guardian and the Student will be suspended from riding all buses and District Transportation for a period of 3 to 5 days, with a scheduled re-entry meeting to get back onto the bus.
4. Upon the 4<sup>th</sup> incident, a letter will be delivered to the Parent/Guardian and principal will be informed student will be on a 10-day bus suspension.
5. A 5<sup>th</sup> incident, the student will be suspended from all bus privileges and District Transportation for the remainder of the school year.
6. **Upon removal from the buses for any reason and number of days, will include all transportation, activity trips and field trips. All Riding Privileges’ will be revoked.**

# Browning School District # 9 Transportation Department

## **MAJOR OFFENSES**

Bullying or harassment will result in an automatic 5-day suspension from all buses. In addition, a referral will be sent to the school principal and considered a violation of school rules which may accompany school consequences.

Assault, fighting, or sexual harassment will result in a 10-day suspension from all buses. In addition, a referral will be sent to the school principal and/or Title IX Coordinator and considered a violation of school rules with accompanying school consequences.

Possession of firearms, explosives, or weapons designed to inflict bodily harm is a MAJOR OFFENSE. There will be **NO** tobacco/E-Cigs/Vapor products, alcohol, aerosol sprays or inhalants allowed on all buses.

Possession, sales, or being under the influence of drugs, paraphernalia, or alcohol are considered MAJOR OFFENSES and will be reported to Law Enforcement. These offenses will be referred to the School Principal and are considered a violation of school district policy and will be managed by the principal. **These MAJOR OFFENSES will be dealt with accordingly.**

## **OTHER MAJOR OFFENSES**

1. Anything harmful to self and others.
2. Open DEFIANCE towards driver and refusal to follow direction from Driver.
3. Destruction of property and damaging seats will result in loss of bus privileges and Parent/Guardian's responsibility to pay for cost of repairing damages.
4. Damages to Cameras/Video Surveillance, Tampering, coloring or covering cameras This will Result in automatic 10 day bus removal Parents/Guardians Responsibility to pay for cost of repairing damages.

THESE MAJOR OFFENSES WILL BE DEALT WITH ACCORDINGLY

## **Parent/Guardian Responsibilities**

Your support and assistance may prevent an accident and or an incident on the bus. Understand and support bus regulation for the safety of your Child(ren). Please be certain your student understands and follows bus rules and regulations. Teach your child(ren) to respect the rights, privileges, and property of others. Teach your students proper procedures for crossing roadways. Support procedures for emergency evacuation as prescribed by state and school officials. Report safety concerns to Transportation Director or Disciplinary person. Please attend requested meetings for both intervention & re-entry onto the buses.

Please understand the School District Transportation Truant Officers are for transporting sick students or students for other reasons. If for whatever reason your Child(ren) miss the bus and needs a ride from a Truant Officer, they are allowed only three rides per quarter.

Browning School District # 9  
Transportation Department

**ATTENTION:** Only the students that reside at the Boarding Dormitory will be allowed to ride the bus to the dorms. There will no longer be an activity bus provided for the after-school dorm activities.

**EMERGENCY WEATHER CONDITIONS**

In an event that weather creates hazardous conditions, information pertaining to School closing, Bus cancellations, and sending Buses home early will be broadcast over all local radio stations – KSEN; K96; KMON and THUNDER RADIO 107.5. Also check the Browning Public Schools Web site.

**Bus Garage Information**

Information regarding School Bus services or other question pertaining to transportation may be obtained by calling the Browning Public School's Transportation at (406) 338-2952 and ask for:

**Transportation Director – Wayne Bull Calf**

**Disciplinary Personal – Jamie Bull Calf / Cohrie Lorenzo**

**Secretary – Ella Wall**

**Video and Audio Surveillance**

**FOR THE SAFTY OF ALL STUDENTS AND THE DRIVERS, BUSES ARE EQUIPPED WITH BOTH VIDEO AND AUDIO SURVEILLANCE.**

Browning School District # 9  
Transportation Department

**STUDENT REGISTRATION FORM FOR BUS TRANSPORTATION**

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

AM Pick Up: \_\_\_\_\_ Bus #: \_\_\_\_\_

PM: Drop Off: \_\_\_\_\_ Bus #: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

P.O. Box \_\_\_\_\_ Phone #'s \_\_\_\_\_

Home Location: \_\_\_\_\_

**IN CASE OF AN EMERGENCY:**

Name: \_\_\_\_\_ Phone# \_\_\_\_\_

Address: \_\_\_\_\_

**OTHER STUDENTS:**

Students' Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Students' Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Students' Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Students' Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Students' Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Students' Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Browning School District # 9  
Transportation Department

PARENT/GUARDIAN & STUDENT TRANSPORTATION HANDBOOK  
SIGNATURE PAGE

I have received a copy of the Parent/Guardian and Student Transportation handbook. I have read it and discussed it with my Child(ren) that ride the bus.

**ATTENTION:** Only the students that reside at the Boarding Dormitory will be allowed to ride the bus to the Dormitory. There will no longer be an activity bus provided for the after-school dorm activities.

**VIDEO AND AUDIO SURVEILLANCE**

**FOR THE SAFTY OF ALL STUDENTS AND THE BUS DRIVERS, BUSES ARE EQUIPPED WITH BOTH VIDEO AND AUDIO SURVEILLANCE.**

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student(s') Print Signature: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_