

Dear Parents and Students:

This booklet is intended to present parents and students with an outline of the responsibilities of the Red River Valley School Division (RRVSD), bus drivers, students, and parents. Each group has unique duties and obligations that together form a basis for a safe and efficient transportation system. This information is being distributed to all families in our school system due to the fact each student may at some point, travel on our buses.

RRVSD would like to thank you in advance for your continued cooperation, which enables us to provide the safest possible school bus system. Contact numbers and names are provided on the last page of this booklet.

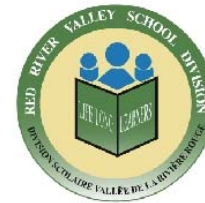
For further information on the RRVSD policies, visit www.rrvsd.ca

BUS RIDERSHIP RULES

Loading

- 1) Arrive at the pickup location 3-5 minutes before the bus arrival time.
- 2) Wait away from traffic, at least 6 ft from road or street.
- 3) No pushing, shoving or fighting.
- 4) Wait until the bus has stopped and the door is open before proceeding on to the bus.
- 5) Board single file, using handrail.
- 6) Go directly to your assigned seat.
- 7) Soft, carry-on items shall be limited to those items that can safely be stored under the seat or placed on student's lap. Skates must be in a nylon zipper bag. Hockey sticks and curling brooms will only be transported to the school at the start of a season, then returned at the end of the season.

RED RIVER VALLEY SCHOOL DIVISION



BUS RIDERSHIP BOOKLET



Unloading

- 1) Remain seated until the bus has completely stopped at the designated stop.
- 2) Exit slowly, using handrail and exit directly away from the door. Never re-approach the bus for any reason. Stay clear of the side and rear of the bus.
- 3) If crossing the roadway, cross over in front of the bus by 10 feet. Look to the driver for the hand signal that it is safe to proceed across the road.
- 4) Do not push, crowd or jump from the bus.

Driver's Responsibilities

1. To operate the vehicle in a safe and efficient manner.
2. Ensure the orderly conduct of passengers and report unacceptable behavior to the principal of the students' school.
3. Be prepared to handle emergencies.
4. Provide maximum safety for students riding on, loading or unloading from the bus.

Pupil's Responsibilities

1. ***Eating and drinking is prohibited on the bus while in operation.***
2. Do not distract the driver. Driver distraction is potentially hazardous to their safety.
3. Stay seated at all times in assigned seats.
4. Keep heads, arms and legs inside the bus at all times.
5. Keep the aisle clear, and stay seated forward.
6. Display proper respect for the rights and comfort of others.
7. Be familiar with rules and emergency procedures.
8. Realize that school bus transportation can be denied if they do not conduct themselves properly.

RRVSD Responsibilities

1. To provide clean, safe, efficient transportation of students to and from school in well-maintained vehicles.
2. Hire qualified individuals to drive.
3. Constantly monitor the busing system with an emphasis on improving safety by providing in-service training for drivers, mechanics and administrators.
4. Providing bus evacuation drills for all bused, non-bused students and staff members.
5. Provide bus ridership training.

The principal of a school whose pupils are being transported in the school bus has disciplinary authority over the conduct of the pupils when the pupil is in, entering upon or alighting from the school bus.

The driver of a school bus shall report, verbally or written, to the principal any misconduct of children while entering, leaving, or being conveyed in a vehicle under his/her charge. All written student misconduct reports will be received at the Division Office for the Transportation Supervisor to keep on file.

Parent/Guardian Responsibilities

Prior arrangements must be made by parents through the school and/or transportation department when any type of alterations to your child(s) busing is subject to change. If your child is going home with a friend and requires transportation on a different bus, a note must be provided to the school and/or bus driver. Please note that this will only be permitted if there is room on the other bus and the bus driver is not required to alter his/her route. If you are moving or have a change in phone numbers, please contact the school as they send the transportation department the necessary paperwork to give to the driver. If your child does not require morning or afternoon transportation, you can contact your bus driver.

Storm Policy

In adverse weather conditions, the Superintendent of Schools has authorization to close the entire Division or certain areas of the Division.

School Division closure or school cancellation will be announced on CJOB, CBC, CFAM, CHSM, CKSB, MAGIC, CITY-TV and CKY TV

Drivers have the authority to cancel all or part of their own route in the interest of safety. Parents have the right not to send students to school on the day of questionable weather. Please provide a note to the school, to this effect.

Bus Driver:

Bus Drivers' phone number:

Sanford Bus Garage: 736-2625
St. Pierre Bus Garage: 433-7560

Please do not hesitate to direct any questions to:

Transportation Department
Box 237, 42 Mandan Drive, Sanford, MB R0G 2J0
Phone 204-746-2317 Ext. 2229/Darren Cameron
Sanford Bus Garage – 204-736-2625
Cellular – 204-712-6068