

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
 Transportation Department
 3101 Redding Avenue Sacramento 95820 - 277-6701

Theodore Judah
2016-2017
8:00am - 2:12pm
"Safety and School Closure"

<u>DESIGNATED BUS STOP</u>	<u>AM PICK UP TIMES</u>	<u>PM KG PICK UP TIMES</u>	<u>PM DROP OFF TIMES</u>
BUS ROUTE #1 Leticia (Kg driver) BUS #26-08			
1. Leataata Floyd School (PI)	7:15	12:00	2:37
3. William Land School (PI)	7:20	11:50	2:42
4. 615 21st Street @ F Street (SS)	7:30	11:34	2:24
5. 314 27th Street @ C Street (SS)	7:35	11:30	2:20
Drop at T Judah School (back of school)	7:45		

BUS ROUTE #2 Clifford (SS area) BUS #7			
3. 26th St & V St (SS)	7:20	11:46	2:24
4. 17th St @ N St O St Alley(SS)	7:26	11:42	2:28
5. 1800 O St (SS)	7:28	11:40	2:31
6. Drop at T Judah School (back of school)	7:45		

11:20 KG Dismissal (front of school)
 2:12PM Dismissal: Primary & Intermediate (FINAL BELL)
 BUSES WILL DEPART NO EARLIER THAN 2:17PM

Based on student needs Kindergarten stops will be adjusted as needed.

Early out Thursdays adjust the drop time less 1 hour.

Driver shall notify the school and students whenever there is a change in the bus schedule.

School Bus Safety Rules

1. Go directly from the bus stop.
2. Plan the safest route with the fewest streets to cross.
3. If possible cross streets and corners, using crosswalks if available. Look in all directions before crossing and when safe walk across the street. Always obey traffic signals.
4. Watch for vehicles that might be making a turn.
5. Do not dart from between parked cars or shrubbery.
6. Never accept a ride from a stranger.
7. If possible, face traffic when walking on roads without sidewalks and always use caution.
8. Be extra careful during times of sunrise and sunset, bad weather and during darkness (wear white clothing or something reflective).
9. Leave home early enough so you don't have to run.

Conduct at School Bus Loading Zone & Bus Stops

1. Stand in lines or a group facing traffic so you can see the bus approaching. Stand back 12 feet from where the bus will stop. Do not approach the bus until the driver opens the bus door.
2. When loading at a school, follow the directions of the driver and/or teacher on bus duty. Stand back the required 12 feet until the bus driver opens the bus door. Remember, there may be several buses to watch out for, not just your own.
3. Never go under any bus to retrieve something you've dropped. Ask the driver or teacher to assist.
4. Never run to a bus, always walk.
5. Destroying property, playing in or running across the street or any type of horseplay at a bus stop is dangerous and prohibited.
6. Do not bring pets or animals to a bus stop.
7. When the bus is stopped to load or unload, the students are the direct responsibility of the bus driver and the driver's directions must be followed.
8. School buses can only stop at designated bus stops. If you miss the bus, have mom or dad take you to another bus stop or directly to school and remember never run after your bus once it leaves!
9. When waiting for the bus in a car, be sure your car is not parked in the bus loading/unloading zone/

When Crossing the Streets

1. Sacramento City Unified School District bus drivers cross all students - kindergarten through 6th grade who need to go across the street as they depart the bus. Be sure to tell your bus driver that you cross the street, so he or she can safely prepare the bus for the crossing procedure.
2. The bus driver is always the first person off the bus. The driver needs to activate the bus "Red Lights" that flash on the outside of the bus to warn cars to stop for children crossing the street.
3. Once your driver is off the bus, you can walk down the bus steps, and wait on the sidewalk, next to the bus, for your bus driver to direct you to cross the street. Never go out into the street without the bus driver telling you to do so!
4. Always walk between the bus and the bus driver, as you cross the street.
5. Once you are on the other side of the street, stay on that side of the street. Do not play in the street. Go directly home.

Rules and Regulations

All students (regular education and special education) are required to:

1. Arrive at the bus stop a minimum of five (5) minutes before the bus is scheduled to arrive. Use only his/her appropriate bus stop.
2. School Buses are an extension of the classroom and cell phones are not permitted. All cellphones must be shut off in a pocket or backpack at all times.
3. Arrange for the transport of live animals, insects or reptiles to or from school by other means than on the bus.

4. May not transport hazardous or destructive objects of any kinds such as firearms, weapons, glass objects or containers, explosives, sharp or pointed objects, skate boards, or ball bats.
5. Respect the rights and property of others on the bus and at the bus stop.
6. No fighting or rough play while at the bus stop, on the bus, or when getting on or off the bus.
7. Always enter and leave the bus through the entrance door except in emergencies.
8. Remain quiet at railroad crossing
9. Keep all parts of the body inside the bus.
10. Keep windows closed unless otherwise instructed by the bus operator.
11. Not use profane language, obscene gestures, create excessive, or unnecessary noise.
12. Not damage or deface any part of the bus, tamper with the radio, bus controls, emergency exits or other equipment, shoot at or throw away objects inside or outside of the bus, or in any way endanger the safety of others.
13. Help keep the bus safe and free from litter by not eating, drinking, or smoking on the bus.
14. Shall be courteous and respectful to the bus driver, other students, and passers-by at all times.
15. Follow the request of the bus driver, give proper identification when requested (required).
16. Give the school administration a written request when leaving the bus at other than the student's appropriate bus stop. The request must be signed by the parent or guardian and approved by the principal/site administrator prior to bus stop change.
17. Always cross in front of the bus when it is necessary to cross the street.

Discipline Process

1. Violations

Students who violate any of the rules and regulations will receive a negative Bus Conduct Report and will be subject to a normal progression of penalties.

In cases of severe misconduct, students may be assigned penalties more severe than provided for in the normal process.

All other school district rules and regulations, together with other penalties, shall apply to conduct on buses and shall be administered by the Principal or other appropriate school authorities.

The principal or his/her designee is responsible for notifying the parent of all violations. The normal progression of penalties for violations of the rules and regulations on the bus are:

- a. Verbal Counsel - Driver will counsel the student about appropriate behavior.

Written Warning - warning by the driver. Principal will notify parents.

- b. 1st Citation - Two (2) day suspension from all SCUSD buses. Principal notifies the parent.

- c. 2nd Citation - Five (5) day suspension from all SCUSD buses. Principal notifies the parent.

- d. 3rd Citation - Loss of transportation on all SCUSD buses for the remainder of the school year. Principal notifies the parent.

2. Appeal

If a parent requests an appeal on the bus suspension, the following people should be present:

- a. The Principal or his/her designee.
- b. Director of Transportation or his/her designee.
- c. The School Bus Driver who suspended the student from service.
- d. The parent/guardian of the suspended student.
- e. Student (if requested)

3. Appeal Procedures

All students and their parents have the right to appeal. Appeals shall be made to the school principal or administrator initiating the disciplinary action. The principal or administrator shall review the facts of the case, including consultation with Transportation Services Department personnel, and based on their findings shall render a final decision on the appeal.