

Dear Parents or Guardians & Students:

Campbell Union School District's Transportation Department has prepared this information packet to help make use of our transportation services as smooth as possible. By becoming familiar with and adhering to the procedures and rules contained within, you will help us in transporting your child with the maximum amount of safety and courtesy.

Please keep this packet in a place where you and your child can review it often. We look forward to serving your student's needs both to and from school.

HELP US PROTECT YOUR CHILD

- ◆ No dangling jacket or sweatshirt drawstrings
- ◆ No long backpack straps
- ◆ No long scarves or other loose clothing
- ◆ No loose toys

Your Child's Bus Information

**Please include all information given to you regarding busing*

AM Route Letter: _____

AM Bus Stop: _____

AM Pick Up Time: _____

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PM Route Letter: _____

PM Bus Stop: _____

PM Drop Off Time: _____

Minimum Day Time: _____

Student's School: _____

Important Phone Numbers

- ◆ Transportation 408-341-7208
- ◆ Student Services 408-341-7285
- ◆ Health Services 408-341-7259



Guidelines for Safe School Bus Travel



Transportation Department
155 North Third St.
Campbell, CA 95008

408-341-7208
www.campbellusd.org/transportation

The following rules and regulations from California State Laws and Guidelines are to help provide for the safe transportation of our District's passengers.

If your child is newly enrolled, you may receive additional safety information for you and your child. School bus schedules and bus stop maps can be obtained at your child's school office.

All children are released without adult supervision unless requested by the Parent/ Guardian.

Transportation to and from school is a privilege and not required by law.

For the safety of all passengers the following rules of conduct will be strictly enforced.

Consequences for violating any of these rules may result in the permanent suspension of your child's bus riding privileges. Students that have received a bus riding suspension will not be permitted to ride any District operated school bus at any time throughout the duration of the suspension.

The Campbell Union School District buses may be equipped with video/audio surveillance systems. These cameras are for the purpose of assisting the District in maintaining the safest environment for the students aboard. The signature of the Parent/ Guardian on the Transportation Application form verifies that they are aware that their child(ren) may be subject to video/audio taping during anytime while riding the school bus.

All fees collected are non-refundable unless the student has transferred out of the District in which case a written request for a pro-rated refund is required.

Please take the time to go over the following General Rules of Conduct and safety information with your child(ren). Should you have any questions you may contact the District's Transportation Office at (408) 341-7208.

- ◆ Avoid driving to the bus stop, as this adds to the confusion and increases traffic hazards for all children.
- ◆ Pick the safest route possible for walking to and from the bus stop.

- ◆ Please arrive at the assigned pick-up location at least five (5) but no more than fifteen (15) minutes before the bus is scheduled to arrive. School buses may leave stops up to three (3) minutes early and if on-time or running late may not stop if no students are seen standing at the assigned pick-up location.
- ◆ Use only the bus stop, bus, and bus pass assigned to you.
- ◆ Orderly behavior is required at the bus stops and school loading zones. When the bus arrives, you must stay in a line, stand at least six feet back from the curb, and do not move toward the bus until it has come to a complete stop and the driver has opened the door.
- ◆ Find a seat quickly after boarding the bus and remain seated, facing forward, at all times while the bus is in motion. Please wait outside of the bus to ensure that your student is seated and ready to ride the bus
- ◆ Please be aware that the bus driver must be able to devote full attention to the road to ensure the safety of everyone aboard the bus and that the safety of the whole group depends upon the proper, safe conduct of each individual. Therefore, any distraction or disturbance, such as shouting, yelling, boisterous behavior, or any unnecessary loud noise or conversation with the driver cannot be permitted.
- ◆ Keep head and arms inside of the bus at all times, and never yell or shout out of the window.
- ◆ Orderly behavior is required while you are aboard the bus. Abusive body contact (fighting, slapping, hitting, poking, shoving, etc.) is not permitted.
- ◆ Eating, drinking, and gum chewing are not allowed on the bus.
- ◆ Animals (mammals, birds, reptiles, fish, insects, etc.), large objects (skateboards, boxes, etc.), glass objects, aerosol cans of any type, matches, lighters, knives of any kind, scissors, guns, alcoholic beverages, and/or drugs, MAY NOT be carried aboard the bus.
- ◆ Littering the bus, vandalism, or throwing anything in or out of the bus is not permitted.
- ◆ Remain silent at all railroad crossings.
- ◆ Always wear shoes on the bus (bare feet are not allowed).

- ◆ You must never open, close, or tamper with any part of the bus or its equipment unless specifically instructed to do so by the driver.
- ◆ After disembarking, immediately move away from the bus and out of the bus "danger zones". Should you drop something near or under the bus, "stand away" and get the driver's attention. Do not under any circumstance try to retrieve it yourself.
- ◆ Passengers crossing the street to board the bus once the bus is in sight and passengers crossing the street after disembarking the bus, must wait on the sidewalk and cross only after the driver has instructed them to do so. Passengers must then cross the street in front of the bus between the bus and the driver.
- ◆ Go directly home after getting off the bus. Do not talk to strangers or accept rides from strangers.
- ◆ Students may not use profane language, obscene gestures, or be in possession of pornographic material or literature.
- ◆ Students MUST have their bus pass with them whenever they get on the school bus at either the bus stop or the school site and WILL NOT be allowed to ride the bus if they do not present a valid bus pass to the driver at the time of boarding the bus.
- ◆ If a student uses or attempts to use another student's bus pass to get on the bus or if a student loans or gives another student their bus pass to allow the other student to gain or attempt to gain access to the school bus, both students will be denied transportation at that time and may have ALL transportation privileges suspended indefinitely.
- ◆ Cell phones may only be used on the bus after receiving permission from the driver. Any student who uses a cell phone in violation of this rule may have the phone confiscated and returned to the school office for further discipline.
- ◆ Safety belt use is required on all buses equipped with safety belts.