

# SCHOOL BUS TRANSPORTATION GUIDE



## WELCOME TO BLOOMINGTON SCHOOL BUS RIDERSHIP PROGRAM

We are pleased to share this brochure on how to be a safe bus rider. Ensuring student safety at bus stops and while riding to and from school is our most important priority. It is also a partnership between families, students, bus drivers and schools. We encourage parents/caregivers and students to take a few minutes to review the enclosed safety steps and guidelines.

Our school bus drivers and transportation staff are focused on delivering safe and reliable transportation to the students of Bloomington every single day. If the information you seek is not contained in this brochure, please visit our website at [bloomington.k12.mn.us/transportation](http://bloomington.k12.mn.us/transportation) or contact us at the phone numbers on page 3. Best wishes for a fun and safe school year!

*Transportation Staff*

## Bus Rider Responsibilities .....

### Going to the Bus Stop

1. Use sidewalks where provided. If no sidewalks, walk on the left shoulder of the street/roadway facing traffic, single file or no more than two side-by-side.
2. Cross streets at corners.
3. Use a direct route, but avoid crossing yards or empty lots to get to the bus stop.
4. Arrive at least 5 minutes before the bus is scheduled to arrive for pick up.
5. Be aware of suspicious individuals on foot or in motor vehicles. Report such persons to your bus driver or school principal.
6. DO NOT accept rides from strangers, even if you miss the bus.

### Waiting at the Bus Stop

1. Wait away from the traffic. Stay at least three feet off the road or street.
2. Respect the property around the bus stop. Do not pick flowers or shrubs, throw stones, snowballs, litter, etc.
3. Use appropriate language at all times.
4. Avoid blocking sidewalks or driveways.
5. Respect other students by not pushing, shoving or fighting.
6. Wait for the bus to stop completely before approaching or preparing to leave.

*NOTE: A push at the middle or end of the line can send the front person into the bus or under its wheels.*

7. Older students can be helpful to younger ones.

### Boarding the Bus

1. Wait until the bus has completely stopped and the door is opened before boarding.
2. Board single file; youngest students first PLEASE!
3. Continue to show respect for others by not pushing or shoving.
4. Use the handrail to keep from slipping, falling or tripping.
5. Greet the driver, and move directly to your seat.
6. Put large items (e.g. musical instruments, packages, etc.) in seat area or under the seat but not in the aisle.

## Bus Rider Responsibilities (continued) .....

### Riding on the Bus

1. Follow the driver's instruction at ALL times.
2. Remain in your seat until the bus arrives at your stop.
3. Speak in a quiet voice. Your voice should not be heard above others.
4. Keep hands, feet and objects to yourself.
5. Do not throw objects inside the bus or out the window.
6. Do not use profanity, including words or gestures.
7. Do not tease, bully or harass others.
8. Do not spit.
9. Do not eat, drink or chew gum.
10. Do not vandalize the bus.



## Student Conduct .....

All students who ride a bus are subject to rules and regulations set forth by the State of Minnesota and the Bloomington School Board. A violation of these rules may result in suspension (minor violations) or loss of bus riding privileges (serious violations). The school bus is considered to be an extension of the classroom.

### Minor Violations

*Penalties range from 1-15 days suspension depending on violation frequency.*

1. Disrespect towards the bus driver and others
2. Sexual, verbal, physical and emotional harassment of others
3. Improper seating practices, such as lying across a seat, changing seats, blocking the aisle, or standing while the bus is in motion
4. Fighting or use of physical force on the bus or at the bus stop
5. Vandalism and theft to the vehicle or personal property at the bus stop
6. Tampering with school bus emergency or safety equipment
7. Other violations detrimental to the health and welfare of other bus riders or physical property of the transportation carrier

### Serious Violations

*Policy 506 (Dismissal/Suspension) will be followed for serious violations with a minimum of one day removed from the bus.*

1. Lighting a fire
2. Carrying a weapon on the bus (real or imitation)
3. Deliberate tampering/opening emergency doors
4. Smoking or chewing tobacco or possession/use of other controlled substances
5. Physical and/or sexual assault
6. Other violations detrimental to the health and welfare of other bus riders or physical property of the transportation carrier



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## Frequently Asked Questions .....

### ★ **What time should we be at the bus stop?**

Five minutes before the bus is due to arrive. Everyone's clock can be off a little bit. By being ready and at your stop five minutes early, you decrease the likelihood of missing the bus. It also allows for timing issues that can arise if you have a substitute driver.

### ★ **How do I request a change in my child's bus stop location?**

Online - visit [bloomington.k12.mn.us/transportation](http://bloomington.k12.mn.us/transportation). Drivers are not permitted to make changes to stops or routes.

### ★ **How will I get notified of changes to my child's bus schedule?**

Any notification of changes in your child's bus times will come in the form of a written notice or a phone call from the Transportation Center.

If the route time changes more than 5 minutes from the schedule, we may send out a written notice for the drivers to give to students over a few days, or district staff will call the homes of affected students through its parent notification system. Riders may verify bus schedules at any time through Infinite Campus.

### ★ **I live in the enrollment area for one school, but my child is enrolled in another school through the district's intra-district transfer practice. Can I get transportation?**

Possibly. To increase efficiency, buses will not pick up or drop off outside the enrollment areas of the school. If your student is being transported to and from a daycare location within the enrollment area where bus service is provided, your student will be scheduled for a bus as long as we have current daycare information. To request transportation to or from a daycare, visit the transportation website at [bloomington.k12.mn.us/transportation](http://bloomington.k12.mn.us/transportation).

### ★ **Is my student eligible for transportation and what is the Pay-to-Ride Program?**

The School Board has established a walk-in distance from each school. Students who live outside this walk-in distance (*elementary schools = .5 miles; middle and high schools = 1.25 miles*) are eligible for transportation to and from school.

The Pay-to-Ride Program allows families to pay a fee for transportation for students who live within the walk-in distance but want their children to ride the bus. Transportation (bus pick-up/drop-off) is provided from an existing stop outside the walk-in area.

To apply and learn more about the Pay-to-Ride Program, visit the Transportation website at [bloomington.k12.mn.us/transportation](http://bloomington.k12.mn.us/transportation).

### ★ **My child receives special education services. Are they eligible for transportation?**

In many cases, yes. Transportation is provided for special education students according to the child's Individual Education Plan (IEP). If you have a child with special needs requiring transportation different from the regular bus services, please work with your child's special education case manager.





**Bloomington**  
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