

Bus Operator / Attendant Do's:

- Have full control of the bus and students.
- Assign students to seats to promote order on the bus.
- Notify students of any significant change in bus stop (location/time).
- Have the authority to allow/disallow usage of electronics.
- Adhere to strict safety standards to provide safest transportation possible.
- Signal students when it is safe to cross the road.
- Conduct evacuation drills on the bus.
- Instruct students with all of the rules for riding the bus.
- Strive to provide on-time service to all students.
- Complete a wide array of annual professional development to ensure students are safely transported to and from school.

Bus Operator / Attendant Don'ts:

- Stop/wait for all students who are late and running for the bus.
- Hold a conference/meeting at a bus stop. This is a safety hazard. Please arrange for via a Route Administrator by calling the Transportation office at 941-782-1287.

**The safest transportation of each student is our TOP priority.
It is a pleasure to serve our community.**



@manateeschoolbus



@SDMCschoolbus



www.manateeschools.net



Transportation Procedures & Registration Card

A Student and Parent Guide to School Bus Transportation



Student Do's:

- Be at the stop **10 minutes prior** to the scheduled pickup time.
- Stand at least **10 feet off** of the road while waiting for the bus.
- Stay in your seat with your seatbelt on while the bus is moving.
- Keep your arms and head inside the bus at all times.
- Walk 10 feet in front of the bus & **wait for the Operator's signal before crossing the road.**
- Use classroom behavior on the bus.
- Remain **completely silent** at all railroad crossings.
- Obey the Bus Operator and Attendant.
- Clothing & backpacks should have no loose drawstrings or straps that could catch in the handrail or door of the bus.
- Book bags must be carried in **front** when entering/exiting the bus.
- Always look left, right and left again when crossing the road. Only cross if traffic has stopped **and** the Operator has signaled it is safe to cross.
- Board the bus immediately without delay when school ends. Operators are not allowed to stop and pick up anyone after the bus is moving.
- Get on and off at assigned bus stop only.
- Always carry your school ID.
- Always scan your school ID when boarding & exiting every bus.
- Know the last 6 #'s of your school ID to manually enter your code on the bus

Student Don'ts:

- Carry on unnecessary conversations with Operator as it can be a dangerous distraction.
- **Never** walk behind the bus.
- Ride any bus other than your assigned bus.
- **Pick up any object dropped under or near the bus. Ask for help!**
- Use profanity, obscene language or gestures.
- Eat, drink or smoke (including e-cigarettes) on the bus.
- Carry pencils or pens in your hands. Place them in a backpack.
- Bring large or bulky items that interfere with the seating or safety of students (large instruments, posters, class projects, balloons, etc...).
- Use strong fragrances, perfumes, and cologne or body lotions.
- Brush hair or put on makeup while on the bus.
- Talk on a cell phone or take photos. Ringer must be turned off.
- Exit a moving bus.

Parent Do's:

- **Register and Download the Where's the Bus App (info below)**
- **Log into Focus, click on Transportation tab for bus assignment info**
- Supervise their child to/from and while waiting at the bus stop.
- Ensure child arrives at the bus stop 10 minutes prior to the scheduled stop time.
- Ensure child learns and follows the rules and behaves appropriately while on the bus.
- Have child wear a name tag during the first 10 days of school with their name, address, bus number, stop location, telephone number and an emergency number.
- Put a tag inside child's backpack with the name, address, bus number, stop location, telephone number and an emergency number.
- Meet the bus daily if child is special needs, in kindergarten, or first grade **or** provide written permission to Transportation Department to allow them to walk home alone, **beforehand**. Operator can provide the form.
- Arrive at the bus stop 10 minutes prior to the scheduled stop time.

Parent Don'ts:

- Hold a conference/meeting at a bus stop. This is a safety hazard. Please arrange for via a Route Administrator by calling the Transportation office at 941-782-1287.
- Attempt to stop or slow a moving bus or prevent it from proceeding on its designated route.
- Attempt to board a school bus without prior authorization.

Where's the Bus App



- Access school bus arrival time instantly with this Apple/Android app.
- **FIRST**, register (on a non-mobile device) at www.wheresthebus.com
Second, download the app to your smartphone

Where's my nearest bus stop?

<https://infosharemanatee.tripsarkhost.com/>

*Bus stops are for ZONED schools only. Please contact Transportation for Choice/HUB/Special Needs stops.

Transportation is NOT provided for CHOICE high school students.