

School

BUS

Safety Guide



Family Information



Our Mission: The TSD Transportation Team is dedicated to the academic achievement of our students by providing safe, secure, effective and efficient transportation with the focus on the safety and wellbeing of all students.

Dear Families,

Safety is the primary goal of our transportation services in the Tumwater School District.

For us to be successful in our efforts, it is essential for students, families, and school staff to work together to meet this goal.

This Safety Guide contains our expectations and other important information about school bus transportation.

Please read through this Safety Guide carefully as our students and families are responsible for knowing the information it contains.

Thank you!

Tumwater School District
Transportation Department



Ready to Ride is a Safe Ride

The Transportation Department's paramount responsibility is providing safe transportation for our students. In order to ensure a safe ride, we ask that all students follow the bus safety expectations below.

Please review and reinforce these expectations with your child.

Bus Safety Expectations

- Follow the bus driver's directions.



- Stay in your seat in the safety position - face forward, bottom on the seat, back on the back, and feet on or toward the floor.



- Use kind words and inside voices.



- Food, drink, and gum are not allowed.



- Use technology appropriately.



- Keep hands, feet, and objects to yourself.



Hands and Feet to Myself



Following Bus Safety Expectations

The Tumwater School District Bus Safety Expectations are posted on every bus. If these expectations are not followed, the following discipline procedures will be implemented. Consequences are progressive and may include suspension of bus privileges. It is the school bus driver's responsibility to report unacceptable behavior to the District Transportation Office.

Waiting at the Bus Stop

- Be on time. Arrive 5 minutes before the bus is scheduled to arrive.
- Respect others and their property. Stay off lawns, do not block driveways.
- Stay away from the street, road or highway.
- Keep safety in mind - no shoving, pushing, or running.
- If you miss the bus, return home and notify your parents or guardian. NEVER accept rides from strangers! Never run after the bus!

Emergency Evacuation

Emergency evacuations will be practiced throughout the school year and include the following evacuation plans:

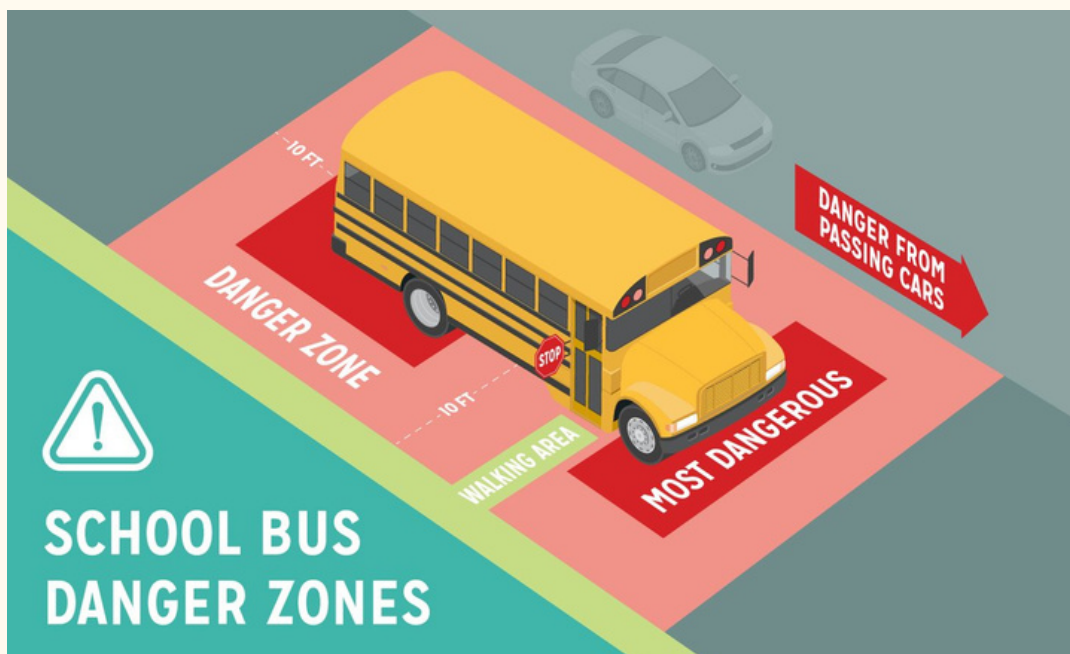
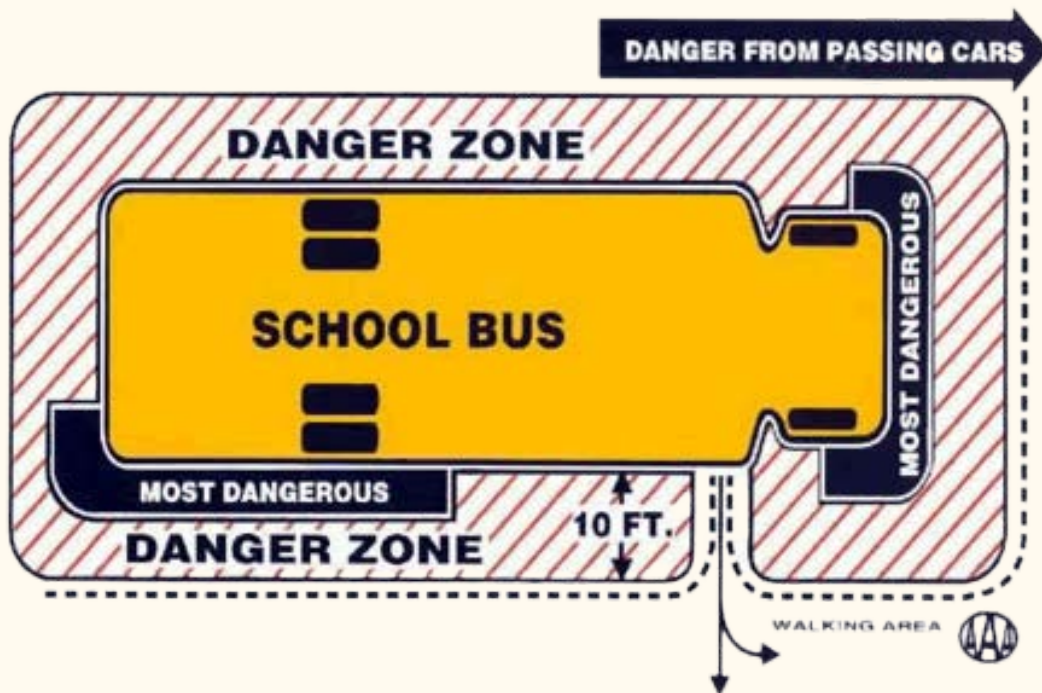
- Using only the front service door.
- Using only the rear (or side) emergency door.
- Using verbal direction from the driver.

Evacuating the Bus

- Be quiet and wait for instructions.
- Be alert and move quickly.
- Keep your feet out of the aisle, go out seat by seat, alternating sides.
- Duck your head when going out the emergency door.
- After you are out of the door, move away from the bus as this clears the way for others to follow.
- Go a distance of at least 100 feet from the bus and remain there in a group until given further instructions by the driver.

Safe Crossing of Roads– Stay Out of the Danger Zone

- Stay away from the side of the bus. Move to at least 10 feet in front of the bus.
- Turn to the driver and make eye contact.
- Wait for the driver to signal that it is safe to cross.
- Walk at least 10 feet in front of the bus, stop to check for vehicles that might violate the stop arm.
- When it's safe, complete the crossing.



Bus Discipline Policies

Discipline Procedures

If a student does not follow the expectations on a bus, the following steps will be taken:

1. The driver will attempt to resolve the problem. Bus expectations will be reviewed with the students.
2. A new seat may be assigned in an attempt to better manage the student's behavior.
3. When the driver is not able to manage a student's behavior, a bus referral is written. This referral is used to notify the parents or guardians of the unsafe behavior. Principals and parents will receive information regarding all referrals either by phone or written communication.

Behavior Guidelines and Consequences

Driver Managed Consequences

- 1st Occurrence: Driver Warning and Redirection.
- 2nd Occurrence: Driver Determined Consequence - (ex. move seat, loss of privilege, etc.) - Parent/Guardian call.
- 3rd Occurrence: Driver/Administrator Determined Consequence - Parent/Guardian call.

Transportation Administrator Managed Consequences

- Administrator/Designee Restates Student Behavior Expectation with Parent
- Administrator/Designee Issues Appropriate Consequence
- Administrator/Designee Contacts Parent-Guardian
- Administrator/Designee Provides Driver and Principal Feedback

Bus Discipline Policies Continued . . .

Dangerous or destructive offenses (i.e., harassment, intimidation, bullying, discrimination, the possession or use of weapons, tampering with emergency equipment or driver controls, use of a laser, the lighting of matches, etc.) will result in immediate suspension of bus privileges for students of all ages. Parents and guardians may be billed for repairs of property that has been damaged by vandalism.

The length of the suspension will be determined by the degree of the offense. Parents will be notified of bus suspensions by the transportation department administrator.

Video Recording

All school buses have the capability of recording behavior on the school bus. The video cameras will be used as a tool for improved safety and student management. Transportation personnel will monitor the video for any violations of safety expectations. Bus discipline referrals may be written after viewing the video evidence.

Additional Information

Bus Assignments

Students may ride only the buses to which they are assigned. Allowing students to ride buses they are not assigned to may cause overcrowding. In addition, confusion on the part of the student or bus driver could lead to a safety hazard or lost students.

Bus Stops

Bus stops are determined by the need and location of bus riders. They may change from year to year. Students must use their assigned bus stops unless another stop is approved by the transportation department. It is not uncommon for students to walk several blocks to their designated stops.

Additional Information Continued . . .

Transportation Request Form

Each student wanting to utilize school bus transportation for the 2022-2023 school year must complete a new [Transportation Request Form](#) (linked here). This form must be filled out annually for us to develop our routes as efficiently as possible. If your student will not ride the school bus, no action is needed on your part. Students who are currently registered in a Tumwater school, please fill out and submit the online form by Friday, July 29th. Students who register after July 29th should fill out the online form as soon as possible if they wish to use bus transportation services.

When completing a Transportation request Form, please answer all questions on the 1st page. Complete the sections regarding an "Alternative Location" (page 2 and 3) if your student needs to be picked up or dropped off someplace other than home (such as daycare, grandparent's house, Boys & Girls Club, etc.) If the sections regarding an "Alternative Location" (page 2 and 3) do not apply to your student, you may leave those blank. Once all questions have been answered, please go to page 4 and choose "Submit." The Transportation Request Form will then go directly to the Transportation Supervisor and Routers.

The Transportation Department will contact families with bus route information as well as post general education routes on the Transportation web page prior to school starting in the Fall. We plan to post routes the week of August 22, 2022.

If you plan for your student to ride the bus, please fill out the bus [transportation form](#) and submit the form as soon as possible. It may take up to five business days to process your request. If your child has special transportation as part of their education plan, please contact Special Services or the student's case manager.

For any questions regarding transportation, please contact the Tumwater Transportation Department at 360-709-7700.

Change in Address / Day Care Information

Parents need to complete a Transportation Request form and notify the Transportation Department:

- each year their child(ren) attend(s) daycare; and
- a change of address or daycare provider occurs during the year. This form is available at the Transportation Department, the District Office and online at Request for Transportation

Eligibility

Several schools in our district have been identified by the City of Tumwater and Thurston Regional Planning Council as "Safe Walk to School" locations. To see if your school qualifies, you can check our website under Departments/Transportation. A "Safe Walk to School" location means that there are sidewalks available and that students that are within one mile from the school can walk and schools aren't required to provide bus transportation (unless it is identified in a student's Individual Education Plan).

Inclement Weather

In the event of inclement weather, early dismissals, late starts and/or cancellation, information will be communicated in various ways (see below). Inclement weather can impact the bus route time. Buses may run behind scheduled pick-up and drop-off times. Be sure to dress appropriately for longer waits.

- District Website
- District Facebook Page
- District Phone Messenger (utilizes information provided in your Skyward profile)
- Local Radio and Television Stations
- To learn more about how the district makes delay/cancellation decisions and how to set communication preferences, [visit our website here](#).

Preschool/Kindergarten Information

Parents/guardians of preschool and kindergarten students must wait for their child at the pick-up/drop-off time and location. If the bus driver does not see a parent or guardian when the child is dropped off, a reasonable attempt will be made to contact them to verify that someone is home. If unable to contact or verify the presence of the parent/guardian, the child will be returned to the school's main office and law enforcement may be contacted. If a preschool or kindergarten student has a 4th grade or older sibling that is able to receive them, the student will be able to disembark at their regular stop.

Contact Information

For any questions regarding transportation, please contact the Tumwater Transportation Department at 360-709-7700.

*Thank you for your cooperation.
We look forward to transporting your students!*