

BB&N Student Transportation Program Responsibilities of the School, Students & Parents

BB&N's Transportation Program is a partnership between the School, students and parents. The goal of that partnership is to provide a safe, clean and efficient environment in which to facilitate the transportation of students to the School. To that end, the participants in the partnership agree to undertake the following responsibilities. Failure to uphold these responsibilities will result in the following:

- First offense – Week suspension from the Student Transportation Program
- Second offense – Month suspension from the Student Transportation Program
- Third offense – Expulsion from the Student Transportation Program

The decision of the School in this regard will be final.

For the purposes of this agreement a bus is defined as any vehicle operated by the School that transports children.

School Responsibilities:

1. To provide safe and reliable transportation to the School.
2. To designate central drop off and pick up locations that are safe, well lit and provide adequate room for students and parents to wait for the bus.
3. To insure that the bus arrives at the designated stops on schedule and in a timely manner.
4. To require bus drivers to conform to the approved bus routes and not deviate from the established route or schedule.
5. To communicate any deviations in schedule or service to parents as soon as feasibly possible.
6. To respond to reports of behavior or discipline issues from the bus driver.
7. To respond to concerns from parents regarding safety and discipline.

Driver Responsibilities:

1. To drive in a safe and responsible manner in keeping with state and federal laws.
2. To conform to the approved bus routes and not deviate from the established route or schedule and make every effort to arrive at the bus stop at the designated time.
3. To not start the bus in motion until all students are seated.
4. To insure that the bus is kept clean and free of debris and report any mechanical issues immediately to the Director of Facilities.
5. To walk the aisles after every bus run to ensure that the bus is clear of passengers and baggage.
6. Report any behavior or discipline issue immediately.

BB&N Student Transportation Program
Responsibilities of the School, Students & Parents Continued

Student Responsibilities:

1. To follow any and all directions given by the bus driver, understanding that the driver is in full charge of the bus and of all students riding on the bus at all times.
2. To respect the rights and privileges of others.
3. To behave appropriately at all times and not engage in yelling, the use of profane language, smoking, rough housing or fighting.
4. To arrive at the bus stop on time and cooperate in keeping the bus on schedule.
5. To take a seat immediately upon entering the bus and remain in that seat at all times while the bus is in motion.
6. To wear seatbelt at all times in vehicles that are equipped with seatbelts.
7. To remain on the bus until it reaches the School or the student's designated bus stop.
8. To refrain from drinking or eating on the bus.
9. To keep the aisle and stairwell clear of legs, arms, bags, lunch boxes and any other objects at all times.
10. To keep all body parts inside the bus.
11. To not tamper with the emergency doors, windows, vents or any other part of the bus.
12. To not throw any items inside or out of the bus.
13. To treat the bus with respect and take responsibility for any damage done to the bus.

Parent Responsibilities:

1. To provide the School with a means to communicate in an efficient and timely manner via e-mail.
2. To support safe riding practices and the School's disciplinary efforts by encouraging their children to cooperate with the bus driver and follow the Student Responsibilities at all times.
3. To notify the School ahead of time if the student will not be riding the bus on a given day.
4. To arrive at the bus stop at least 5 minutes before the scheduled pick up and drop off times.
5. To understand that the bus has a schedule to meet and cannot wait for children who are late. The bus will wait no longer than 3 minutes after the scheduled pick up time for a child. Should a student miss the bus, the parent must find alternative means of transporting the child to School.
6. To be available at the return stop as necessary to pick up their child.
7. To take responsibility for their children while they are waiting for the bus and after they have exited the bus.
8. To pay for any damage done to the bus by their child.
9. Parents are not permitted to board the bus for any reason.