



**ASHLAND INDEPENDENT SCHOOL DISTRICT
SCHOOL BUS GARAGE
1420 Berry Street, Ashland, Kentucky 41101**

To Parents of Student Bus Riders:

From: Mac McDonald, Transportation Director

Welcome to the 2019-2020 school year. As the Transportation Director I would like to assure you that we plan to take every measure to ensure that your child's transportation needs are safe and reliable.

As we have learned from previous school years, there will always be unavoidable circumstances that may cause transportation delays but we will do our best to minimize those and to communicate them to you as early as possible. With that being said, we will continue transforming the way we do business to make district school bus transportation more efficient:

1. We do not practice door-to-door service within AISD. There will be designated community stops for students to rally at. Door to door service can be very inefficient and it is the responsibility of the school district to provide safe and efficient transportation to the students.
2. The law does not require a parent to see the bus stop from home. Students in Kentucky may be assigned to a bus stop up to one mile from their home. We encourage parents to accompany their child to the bus stop whenever possible. Your child may be required to walk up to 3 blocks, the standard for Ashland Independent School District uses the following guidelines:
 - a. Elementary grades up to 1 block...
 - b. Middle School grades up to 2 blocks...
 - c. High School grades up to 3 blocks...
3. For those extenuating circumstances where door to door service is necessary your student must be physically standing outside on the sidewalk for the driver to see as they are pulling up.
4. If your child misses the bus in the morning their bus will not come back to get them, this causes delays for the rest of the students and is not cost efficient for the district. If your child missed the bus, they should be driven to school, not to another stop.
5. Students missing their bus after school.
 - a. If a student missed the bus due to their own negligence the parent will need to make arrangements to pick the child up at the school.
 - b. If a teacher holds a student after school for disciplinary reasons the parent will need to make arrangements to pick the child up at the school.
 - c. If a student missed the bus due to educational reasons (i.e. tutoring) he or she will have to wait until the bus driver completes their route before they will be picked up by the bus. The teacher is responsible to notify the parent that their child will be home late.

Please note that all students should be waiting at their bus stop five minutes before the expected arrival of the school bus. Bus drivers count the students at the bus stop before they load and as they get on the bus to ensure all students are accounted for and are safely on board. If students are not waiting at the bus stop the bus driver cannot count them and cannot be certain all students are safely on board. Waiting at the bus stop before the bus arrives ensures that no one chases after the bus. It is dangerous to chase after the bus and may cause injury or even death to a student. *AISD school bus drivers are instructed not to stop at locations where no students are waiting.*

Lastly, a parent should never enter the school bus without the direct written consent of the school district superintendent. Any issues or complaints should be directed to the transportation director or their designee. The school bus is a safe zone for students and only those with proper authorization will be allowed. Attempts to enter or delay the school bus will cause other students to wait longer and may even put them in danger. The school bus is an extension of the classroom and all rules of the school apply on the school bus as well.

Our #1 goal each day is to transport all student safely to and from school. In order to accomplish this goal, we need the cooperation of students and their parents/guardians. Good student behavior while entering, riding, and leaving the bus contribute in many ways to safe transportation. Such conduct makes it possible for the driver to give full attention to the roadway and other drivers.

Please take a few minutes to review with your child the information below concerning student conduct on the bus. The primary purpose of rules and regulations for students on the buses are for the safety of all students. Your child's cooperation in following all rules and procedures is appreciated by the drivers.

You must make sure the school has the correct address where your child will be picked up and delivered. Students will be required to ride the one bus to which they have been assigned. A complete outline of our bus riding policy will be handed to each student during the first week of school.

You should also know that we have installed cameras in every regular school bus. This will aide in the safety of all students riding school buses.

For routing questions or problems concerning buses or drivers please call the Transportation Department at 327-2717.

STUDENT CONDUCT ON SCHOOL BUSES:

School buses shall be considered an extension of the classroom and students are expected to conduct themselves accordingly. Students being transported in school-owned vehicles shall comply with the Student Code of Conduct. Behavior which is not permitted includes but is not limited to the following:

1. Being disobedient or disrespectful to the driver.
2. Standing or moving around while the bus is in motion.
3. Sticking your head or hands out of the bus window.
4. Throwing object(s) out of a window.
5. Loud talking or laughing
6. Using tobacco
7. Scuffling or fighting
8. Using obscene and/or unacceptable language
9. Littering the bus.
10. Disturbing others.
11. Eating or drinking on the bus.
12. Tampering with the bus and/or equipment.

13. Possessing or being under the influence of marijuana, alcohol, a controlled substance, a dangerous drug, or a “look-alike” (something represented to be a prohibited substance).

Violations of the rules for Regulations for Student Riding School Buses shall result in the following:

- First Offense: Driver shall issue a warning to the student and follow up with writing to the Principal.
- Second Offense: Driver will move student to the front seat and notification will be sent to parent/guardian by school principal.
- Third Offense: Principal warns student and parent or guardian in writing that riding privileges could be revoked for a minimum of three (3) days.
- Fourth Offense: Principal suspends riding privileges for three (3) days.
- Fifth Offense: Elementary--Riding privileges will be suspended for five (5) days.
Middle and High School—Riding privileges will be suspended for ten (10) days.
- Sixth Offense: Elementary—Riding privileges will be suspended for ten (10) days.
Middle and High School—Riding privileges will be suspended the rest of the school year.
- Seventh Offense: Elementary riding privileges will be suspended for the rest of the school year.

Note: Some offenses are of such a serious nature that they can be deemed to warrant suspension of bus riding privileges without following the procedures outlined above.

*If a student endangers the safety of the bus or another student, immediate suspension may result.

Please fill out the information below and return to the attending school stating that you and your child have read and understand the above school bus rules and regulations. Your child will not be permitted to ride the bus if this has not been returned to the attending school.

This is to certify that we have read and understand the Ashland Independent School District's Bus Rules and Regulations

Student Name (Print)

Student Grade

Physical Address

Phone #

Parent/Guardian Name (Print)

Signature