



## SCHOOL BUS RULES 2016 / 2017

### Introduction

The following is a summary of the MCK daily Transportation's guidelines to safely transport students residing within the territory of Kahnawake.

### General

This service attempts in all cases to facilitate access to educational programs by providing safe and reliable transportation services.

1. It is the responsibility of the parent or guardian to ensure their children are present at school each and every day.
2. The school bus is to be considered an extension of the school at all times. All school rules and School Bus Safety rules apply at all times.
3. School Bus transportation is a privilege and not a right.

### Transportation Services

Door to door services will be provided to our nursery and kindergarten. If this is the first year for your child, please provide a detailed location for pickup when registering your child.

For our Elementary and secondary school students, established pickup points will remain the same.

Students should be at the designated bus stop 10 minutes prior to the scheduled pick-up time. Bus drivers are instructed **not to wait for students** who are not present at the stop when the bus arrives.

### Transfers

When transfers are required the student will remain on the bus until the transfer bus arrives.

### School Bus Safety Rules

1. **Always be at the bus stop on time.**
2. **Do not play on the street while waiting for the bus.**
3. **Wait for the bus to come to a complete stop. Board the bus in single file, in an orderly fashion, using the hand rail.**
4. **Find a seat quickly without pushing other students. Keep the aisle clear.**
5. **Remain seated. Talk quietly. Eating and drinking are prohibited on the School bus.**
6. **When riding on the school bus, the driver is in charge. Always listen to the driver's instructions.**
7. **Never put your head or arms out of the school bus window.**
8. **Know where the emergency exits are located. DO NOT tamper with them.**
9. **Never throw anything inside the bus or out the bus window.**
10. **When disembarking, wait until the bus comes to a complete stop before getting up to leave.**
11. **Walk a safe distance (10 ft.) from the bus so the driver can see you be sure that you are out of the danger area.**
12. **Should you need to cross in front of the school bus, keep a safe distance (10 ft.) and don't run. Be safe.**

### Bad conduct on the bus

Transportation is a privilege. These procedures will be followed if a student is reported for not respecting the rules of safety on the bus.

#### Please Note:

The Daily Transportation Department has the right to suspend transportation privileges immediately, depending on the severity of the offence, for an extended period and up to the balance of the school year.

#### First offence:

If the offence is deemed serious a five day suspension of bus privileges will be given to the student.

#### Second offence:

A suspension of privileges for one month will be given to the student.

#### Third offence:

A suspension of the remainder of the school year.

It is the parent or guardian's responsibility to ensure their child gets to school each day when their child has been suspended.

### Inclement Weather

**Any decisions regarding the closure of schools due to inclement weather will be made before 06:00 am on the following radio station will broadcast the closure information.**

#### AM Dial: CJAD 800

#### FM Dial: K103 at K103.7

In the event a school remains open during inclement weather, but transportation services have been cancelled it is the responsibility of the parent/ guardian to assess the conditions in their area in order to determine if they will transport their child to school.



## **SCHOOL BUS RULES 2016 / 2017**

### **Field Trips:**

The school is responsible for the attendance, supervision, and discipline of all passengers. The driver remains responsible for the safety and security while driving the bus. For the safety and security of all passengers, the following guidelines must be respected.

### **The Student:**

The student must respect all the safety and security rules and regulations. Students must respect the authority of the bus driver. Students are always required to take responsibility for their actions.

### **The School Bus Driver:**

The bus driver is the only one on the bus that has the authority and responsibility for the safety and security concerns of the students.

### **The Bus Monitor:**

On some of our buses we have Bus Monitors. Their role is very important. The Bus Monitor is placed on the buses with the younger students. The reason is for some of the students this is a new experience and they do not know how to act appropriate. The Monitor assists the driver in seat placement and makes sure that all the students are seated. The monitor also prevents any bad behavior from disrupting the Driver while driving.

### **Alternate address:**

Transportation will be provided to and from an address other than their normal pickup or drop off, provided that the following conditions are met.

1. The second address must remain the same, pick up and drop off at the same time of the week.
2. There will be no additional stops created to accommodate these children.
3. A request must be made in writing to the Daily Transportation Services by the parent / guardian.

4. If for any reason an urgent situation comes up and you need to contact me please make every effort to do so, leaving messages is not recommended.

### **Vandalism to our Buses**

In the past the rate of vandalism incidents has risen to a point that we could not use a particular bus for younger students due to the graphic artwork that was so disrespectfully drawn on the seats and the roofs of our buses. Any form of vandalism will not be tolerated.

### **Responsibility and Respect:**

The cost to keep the Buses free from graffiti and the seats free of rips and burn holes has been mounting. The students responsible for these acts will be held accountable for their actions. Whether it is by suspension or reimbursement or both, these acts will no longer be tolerated. Parents / Guardians it is your responsibility to teach and guide your child to be a contributor to today's society, to do the right thing and respect others as they respect you, this also includes others property.

### **Points of Contact**

#### **Public Works / Town Garage**

Daily Transportation Manager

Robert D Montour

Tel: 450-632-5825

Fax: 450-632-4847

Cell: 514-249-9036

Hours of operation: 07:00-16:00

Please do not hesitate to call with any of your concerns.

Robert's office is located at the Town Garage and his door is always open so if you rather talk in person, he will take the time to listen.