

Dear Parent/Guardian:

The safety of your children is our number one concern and "The Safe Rider Program" is a student management program which promotes and teaches proper school bus safety. The core of the program promotes personal accountability as it relates to bus safety because unsafe choices endanger the safety of all passengers.

How the Program Works

The program promotes instant accountability for unsafe behavior as shown below.

The program also includes a defined and graduated discipline plan. The concept does not stop here. We have also developed a Safe Rider Class that employs several different ways of empowering the student to correct unsafe behavior. Some of those techniques include role play, videos and class work which will be scheduled to not interfere with the student's academic work.

Unsafe Behavior on the Ride Home

- If unsafe behavior occurs before the bus leaves the school; the student will be provided with two options: (1) Correct the behavior and continue home (behavior documented) or (2) be removed from the bus by school personnel or administration until a parent or guardian can pick up the student (behavior documented.)
- If unsafe behavior occurs after the bus leaves the school the driver will contact their Dispatch or Regional Supervisor. Transportation staff will assess the situation via video and driver statement.
- If either of the above instances occurs, the graduated discipline plan will be in effect.

Also, the APS J-Policies (for students supersede the Safe Rider Program) #'s 10, 11, 12, 13

We need your partnership as we move forward in making Atlanta Public Schools, buses safer and more enjoyable part of the student's day. Please review the Safe Rider Policies and Regulations with your student. Please complete and sign the Safe Rider Contract/ Emergency Form with your child and return to your bus driver within 5 days to continue bus rider privileges and to insure your child's assigned seat.

GRADUATED DISCIPLINE PLAN

- **1st Offense** — Driver Student Conference & Parent Contacted. (Disciplinary Referral) Student on probation and re-assigned to the front of Bus for 1 week.
- **2nd Offense** — Driver Student Conference & Parent Contacted. (Disciplinary Referral) Student on probation and re-assigned to the front of Bus for 2 weeks.
- **3rd Offense** — (Disciplinary Referral), 3 Days Bus Suspension. Upon return student placed on probation and re-assigned to the front of Bus for 1 week. *Safe Rider Class and Behavior Contract Required.
- **4th Offense** — (Disciplinary Referral), 5 Days Bus Suspension. *Conference required before returning to school bus.
- **5th Offense** — **(Disciplinary Referral). Transportation Director recommends Bus suspension for the remainder of the year.**

POLICIES & BEHAVIOR EXPECTATIONS

1. Students who are being transported on Atlanta Public Schools buses, must always show respect to the bus drivers by following the instructions given; as well as all "SAFE RIDER" contract rules. All students must comply with reasonable instructions given by any employee of the Atlanta Public Schools system. Failure to do so is considered an act of insubordination.
2. All APS students must provide the correct personal information (i.e., name, grade, contact number, parent's name, etc.) if an employee of the Atlanta Public Schools system asks for their information.
3. Students of primary and middle schools will be assigned a seat on a school bus. (High school assigned seating may be required at the discretion of the school bus driver). During transportation, students must always remain seated.
4. Students are required to be at their bus stop no less than least five (5) minutes before their scheduled pick-up time. Students must wait at the stop in an orderly manner. When crossing the street, students must wait for instructions (signal by hand) by the driver. Students must physically look at the school bus driver, and cross in full view of the driver when instructed to do so.
5. Students may use cell phones while on the bus, but at no time are they allowed to use phones (for taking pictures, recording audio, or creating videos). All other electronic device to include, iPads, notebooks, etc., can be used with headphones only, and should not be overheard by others. **IMPORTANT:** Students shall not have headphones on or earbuds in their ears while loading or unloading the school bus. Students must be able to hear the driver of the bus at all times. Under no circumstances should students use any electronic device to record video or audio while they are on the school bus.
6. At the conclusion of the school day, students must immediately board their bus. Once on the bus, students are not allowed to disembark the bus unless directed by a school administrator in emergency cases only. Students getting off the bus without permission may be required to find alternate transportation as buses will be released at their regular time.
7. Students must get on and off the school bus at their bus stop only. If students miss their bus, parents must transport student to school, and not to another bus stop. Alternative transportation arrangements must be submitted in writing to the school for approval; and a bus pass must be given to the driver signed by school administration before alternate transportation is approved.
8. Students must remain completely quiet and silence all noise making devices at all railroad crossings until the bus completely crosses the railroad tracks. Extremely loud talking, and the use of noise making devices is prohibited on the school bus.
9. Due to the possibility of allergic reactions and/or choking: food items, chewing gum, candy, chocolates, and sodas cannot be opened and/or consumed while on the school bus. Water is allowed during extreme heat temperatures; but containers must have sealable lids.
10. ***Tobacco products, illegal drugs and/or alcoholic items are not permitted at the bus stop, on the bus or on school grounds at any time.***
11. ***No guns, knives, (or objects that appear to be or can be used as weapons) are allowed at the bus stop, on the bus, or on school grounds at any time. Dangerous and/or combustible items are not allowed on the school bus. Items containing glass, lighters or matches, animals, balloons, flowers/plants, perfume/cologne, aerosol spray containers, insects, sharp objects, objects that cannot be comfortably placed on the lap of the student or any other dubious object that can represent a security risk are prohibited and shall not be brought onto the school bus at any time.***
12. ***Fighting and Bullying on the school bus. or at the school bus stop is strongly prohibited. No play fighting, horse playing, or any inappropriate and/or suspicious acts or gestures will be allowed. Obscene language, physical or verbal harassment, intimidation of any sort, threats or abuses of any kind are also prohibited on the school bus and at the school bus stop.***
13. ***Destruction and/or vandalism on any part of the school bus is prohibited. The costs and replacement of all damages will be the sole responsibility of the student(s) and/or family of the student(s) responsible for the damages.***
14. Students shall not use mirrors, x-ray lasers, flashlights, or any other light or surface that reflects light as these may distract or interfere with the driver's ability to safely operate the school bus.
15. Musical instruments used in band, sports team equipment, and projects for school classes can be transported if there is room enough after all students have been properly seated. These objects can be placed on the seat, under the seat, or on the lap of the person to whom they belong. Skateboards are not allowed on buses. Students must also keep their personal items secured, and all physical body parts must always remain inside the school bus.

Atlanta Public Schools

<< SCHOOL BUS RULES >>

[JCDA-R(1) Student Code of Conduct BUS RULES 5.5]

- Always remain in your seat until you are dismissed from the bus.
- Keep hands, feet, and objects to yourself (out of the aisle and inside of the bus).
- Cell phones may only be used with headphones.
- Keep all food and drink unopened and out of sight.
- Use language and gestures free of profanity and/or obscenity.



ATLANTA
PUBLIC
SCHOOLS

Department of
Transportation



Safe Rider Contract/Emergency Form

If your student is going to take advantage of their bus riding privilege, please complete legibly, and sign the Safe Rider Contract / Emergency Form with your child, then **return to your bus driver within 5 days to continue bus rider privileges** and receive your child's assigned seat.

PLEASE USE A SEPARATE FORM FOR EACH RIDER. THIS INFORMATION IS REQUIRED FOR BUS TRANSPORTATION.
THANK YOU!

Por favor use una forma para cada estudiante. Esta información es requerida para transporte en el camión. ¡Gracias!

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STUDENT's LAST NAME, FIRST NAME MIDDLE MALE OR FEMALE (PLEASE PRINT ALL)

Apellido de Estudiante, (Por favor imprima) Primer Nombre Segundo Chico/Chica

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HOME ADDRESS, (i.e.. Apt or Street Name and number) SUBDIVISION/APT COMPLEX

Domicilio, (#de Apartamento) Nombre Del Vecino u Apartamento

| | | | | | | |

PARENT/GUARDIAN RELATIONSHIP 1st CONTACT PHONE # 2nd CONTACT PHONE #

Nombre de padres o guardián Relación al estudiante Teléfono de Casa Teléfono de Emergencia

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SCHOOL YOUR CHILD ATTENDS GRADE DATE OF BIRTH ROUTE NUMBER

Escuela Grado Fecha de Nacimiento Del estudiante Numero del Carni6n

Additional Information: i.e. Medical Condition, Allergies or Special Instructions

You must keep ALL YOUR INFORMATION up to date.



The student above and I (signed as Parent) have read the Safe Rider Policies and Regulations understanding and agreeing to abide by all bus safety rules. Failure to comply can result in bus suspension and loss of riding privilege if not corrected.

PARENT/GUARDIAN (Please Print)

TODAY'S DATE

STUDENT'S SIGNATURE

Fecha de hoy Firma del Estudiante

PARENT/GUARDIAN SIGNATURE Firma del Padre

STUDENT's NAME

ROUTE NUMBER

The following adult may be called in cases of emergency or receive my student from the school bus if I cannot be reached (Photo Id maybe required):

Authorized Adult other than Parent Home Phone Emergency Phone

Authorized Adult other than Parent Home Phone Emergency Phone

Authorized Adult other than Parent Home Phone Emergency Phone

PARENT'S SIGNATURE

TODAY'S DATE

Firma del Padre Fecha de hoy

Safe Rider Notes
