

FREQUENTLY ASKED QUESTIONS

Q. Who determines the bus stops?

A. Bus stop locations are determined by the transportation office staff.

We review the location of each student and then determine the best location based on requirements of state laws, school board policies and the location of the students.

Q. Will my child be picked up at home?

A. We look at the number of K/Y students that live in your area and determine if a neighborhood group stop is warranted or an individual stop is warranted. Lone K/Y students may walk up to ½ mile to a bus stop.

Q. How long will my child be on the bus?

A. In order to provide economical bus service, routes are designed to serve as many students as possible in regional geographical areas. **In general**, students may expect ride times in the 30-45 minute range.

Q. If I am late to my bus stop, can I go to another one?

A. **NO** If you are late to your bus stop, you need to take your child to school. This is for your child's safety. Students running up to the bus unexpectedly is not safe.

FREQUENTLY ASKED QUESTIONS

Q. Can my child be dropped off at the bus stop without an adult present?

A. **NO** For the safety of your young child, we require an adult be present at the bus stop on mid-day bus runs.

If an adult is not visible to the bus driver at the bus stop on mid-day runs, the driver will return your child to the school for you to pick up.

Q. What happens on half days of school?

A. In most cases, **AM K/Y students** will be dropped off where they are normally picked up on a regular day. **PM K/Y students** will be picked up where they are normally dropped off on a regular day.

No home pick up or drop off will be made unless that is the regular neighborhood stop. If you have any questions, please ask your child's bus driver or call the transportation office at least 48 hours in advance of the change in schedule.

Q. What if I have a question about my child's bus ride?

A. Transportation related questions will be answered by the Transportation Office. You can call 323-5151 between 6:00 a.m. and 5:00 p.m. during school days.

KINDERGARTEN/YOUNG 5

TRANSPORTATION AND YOU!

The Portage Public Schools Transportation Department would like to welcome you and your Kindergarten, Young 5 (K/Y) or other young child to an exciting new experience.

Riding the School Bus!

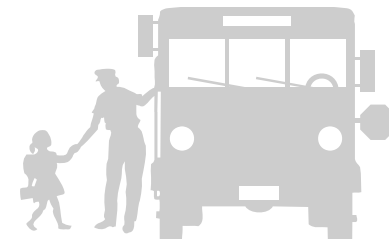
The ride to school can set the tone for the whole school day for your child.

Therefore, we have compiled this brochure to give you some important information about riding the bus.

This will help create the safest and most enjoyable bus ride possible for your child.

Please keep and refer to this brochure throughout the school year if you have questions about transportation.

We are available at 323-5151 for your questions.



SAFETY ON THE BUS

(Please review with your child)

1. Students are to follow the directions of the driver.
2. Students are not allowed to change seats on the bus.
3. Students are not allowed to throw things on the bus.
4. Students must be seated and facing forward when the bus is in motion.
5. Students need to keep their hands and feet to themselves.
6. Students need to keep all items in their backpack and on their lap.
7. Be nice to your fellow bus riders.

SAFETY AROUND THE BUS

1. Stay a safe distance from the roadway. At least 10 giant steps.
2. No horseplay or pushing at the bus stop.
3. **Walk** to the bus when the door opens.
4. Use the handrail when using the stairs.
5. When students are required to cross the street, they need to walk at least 10 giant steps in front of the bus, look both ways for cars and follow the driver's directions to cross.

DISCIPLINE ON THE BUS

Any misbehavior on the bus may distract the driver from getting your child safely to or from home. This jeopardizes the safety of all students.

The drivers will report any unsafe behavior by following a progressive discipline approach using a Bus Conduct Report form.

The drivers will attempt to solve the problem on the bus before a conduct form is filled out. This will require the driver to talk with the child about the problem.

BUS STOPS

The transportation department will provide the bus numbers, pick-up and drop-off times and locations by mail before school begins provided your child is registered before August 1. Locations may change from year to year.

The PPS Transportation Department determines bus stop locations based on several factors.

Your bus stop location may or may not be at your home but will be assigned within established perimeters.

All students need to be at their assigned bus stop location waiting outside and not in homes or in vehicles. This is for their safety. We do not want students running to the bus. Parents are responsible for their students going to and from the bus stop.

All pick-up times are approximate, Please allow a 10-minute window of time before or after your scheduled time for your bus to arrive.

You will be notified if there is any change in your child's transportation schedule beyond the 10 minute window of time by either a phone call or a letter sent with your child.

We do require an adult to be present at the bus stop on mid-day bus runs. It is important that you have an alternate plan for your child in case you cannot make it to the bus stop. Your child should know where to go in case of an emergency.

NAME TAGS

For the first few weeks of school, your child will be provided a nametag to be placed on the outside of your child's clothing. This will help to ensure that your child gets on the correct bus and gets home safely.

DAYCARE

Due to an overwhelming number of special transportation requests for daycare needs, each child is allowed **one** pick-up and drop-off address.

The pick-up address and the drop-off address may be different, but each must be consistent everyday.

Students may not ride home with another student unless it is an emergency and is authorized by your child's school office in writing. Temporary and/or one time change requests must use existing bus stops.

INCLEMENT WEATHER DAYS

Please send your child to school in appropriate clothing for the weather conditions. Your child will be out in the elements while waiting for the bus, and they need to stay warm and dry.

Occasionally, it is necessary to cancel school due to weather conditions. When this happens, you can call our school Information **Hot Line at 323-6800** after 6:00 AM or listen to your local radio or TV station.