

BUS RULES - SHARED SERVICES TRANSPORTATION

Student Transportation Services are now provided by Sonora Union High School District. In order to provide you a high level of service some of our methods of communication and contact information have changed. Please see notes below to set up service, change service or to file a complaint or concern: <https://sonorahigh.org/transportation-team>

Shared Services Tuolumne County strives to provide safe, pleasant transportation for your child. In order to develop the teamwork necessary for this program it is important to review the following rules and consequences with students. Please discuss with your child(ren) the importance of appropriate behavior on the bus.

The school bus is considered an extension of the school campus. All rules of conduct that apply to the school campus also apply on the bus and at the bus stop. Any action of a student that distracts the driver from safely operating the bus will be cause for suspension from the Shared Services Transportation. Parents and students must realize that our drivers are responsible for delivering their "Precious Cargo."

The school bus driver is required to follow procedures as outlined in the California Department of Education's School Bus Driver's Manual.

Bus Riding Is a Privilege

It is important that all students show proper conduct on the bus. All students who ride the bus must be familiar with, and obey the bus rules. Your child(ren) may receive a bus citation from the bus driver for misbehaving on the bus or at bus stops. Misconduct on the part of students may result in a denial of transportation.

Z Pass Bus Cards

All Sonora Elementary students are eligible for transportation services will be required to carry and present an electronic bus pass card, known as a Z Pass anytime they board or de-board a school bus. Cards are provided at the beginning of each school year (after pictures are finalized) and distributed by the school office.

Replacement cards are issued by request from the school office. Free replacements are limited to three per year. A replacement fee of \$5 is charged for each card thereafter. Failing to present a ZPass card will be considered grounds for denial of transportation services after the third offense each year.

Bus Rules

Loading-Riding-Unloading

- Obey the driver immediately and without question.
- Riders should arrive at the bus stop 10 minutes before scheduled pick-up time and stand in a safe place to wait quietly for the bus. Students must stay 12 feet away from the bus until the bus comes to a complete stop and doors open. Parents meeting their students

for their afternoon drop off should arrive 5 minutes before pick up time on the proper side of the road.

- Accompany young children to the bus stop and meet them upon their return. TK/Kindergarten students must have a parent or guardian at the stop for the return home, or provide instructions in writing that the student may be released without a parent or guardian. If parents or guardians cannot be reached by dispatch, the bus will continue on the route and arrangements will be made for the student to be taken back to the elementary school IF it is on the way and does not cause a delay for the bus to arrive at SUHSD on time OR the student will be taken to Sonora Union High School District Transportation Office at 720 Shaws Flat Rd. Sonora, CA 95370, for parent pickup.
- Children who walk to the bus stop are to use the shoulder of the road or sidewalks.
- While waiting for the bus do not allow your children to play/damage other people's property.
- Children are to enter and leave the bus in a quiet and orderly manner. No pushing or shoving.
- Riders shall remain seated and facing forward while the bus is in motion without obstructing the aisle with legs, feet or other objects.
- Riders shall keep their hands, arms, body, etc., inside the bus.
- No obscene or vulgar language/no sexual or inappropriate activity, no bullying
- Riders shall help keep the bus and area around the bus stop clean. Riders shall not damage or deface the bus or tamper with bus equipment. Parents will be responsible to pay for damage done to the bus as a result of vandalism.
- Because serious safety hazards can result from noise or behavior that distracts the driver, loud talking, yelling, standing, screaming, playing musical instruments, spitting, scuffling, obscenities or disrespect to another person are examples of prohibited actions which may lead to suspension from the bus.
- There is no eating, drinking or chewing gum in buses or any school vehicle.
- No animals, bugs, or pets shall be transported in a school bus except for guide, signal or service dogs.
- Glass containers (soda bottles), sharp objects are not allowed. Personal use items, perfume, hairspray, deodorants, make-up are not allowed to be used on the bus. Large projects should be transported by car.
- Skateboards, roller skates, roller blades and electronic devices are not allowed on the bus. Cell phones may not be used on the bus.
- Complete silence is required at railroad crossings. Minimum noise level while the driver is conducting a red light escort.
- Students should be reminded to check in at home after they exit the school bus after school.

Consequences

In most cases, the driver will have repeatedly spoken with the child about their behavior and attempt to correct any problem behavior informally. If informal means does not correct the inappropriate behavior the following official consequences will be enforced:

First Offense: (Verbal Warning) Driver will assign students to a specific seat.

First Citation: (Written) Driver will give to parents the Warning Letter. Review rules on back of citation with child.

Second Citation: (Written) Driver will call parent to set up a conference. Child may be suspended from all transportation until said conference is made

Third Citation: (Written) Five day suspension from bus.

Fourth Citation: (Written) Ten day suspension from bus.

Fifth Citation: (Written) Suspended from bus for the rest of the school year.

The following offenses will result in an immediate issuing of a "Second Citation"/Consequence and may result in an extended suspension from the bus:

1. Defiance/continual disrespect towards the driver.
2. Assault or fighting.
3. Sexual harassment/indecent exposure.
4. Throwing, shooting or propelling any objects within the bus or out the bus window.

****All bus suspensions may include field trips and sport trips. ALL BUS CITATIONS MUST BE RETURNED BEFORE A CHILD MAY BE ALLOWED ON THE BUS.**

Authority of the Driver

Authority of the Driver (Title 5 CCR Section 14103) states that "Pupils transported in a school bus shall be under the authority of, and responsible directly to, the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across a street, highway or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation."

Riding to and from Extra-Curricular Activities

Students participating in athletic events, field trips, etc., away from Sonora Elementary must return on the same transportation if provided, unless it is cleared by parent/guardian in writing, through the school office prior to the event.

Bus Surveillance Systems

Sonora Union High School District has surveillance systems on school buses to help deter misconduct and improve discipline, prevent vandalism and ensure safety of students and drivers.

The contents of these recordings may be student records and may be used in student disciplinary proceedings or referred to law enforcement, as appropriate. Requests to view school bus videos are received by the Director of Shared Services Transportation. Due to privacy and other investigatory practices, videos may not be available to view. A notice shall be placed in each bus stating that the bus is equipped with surveillance equipment.

Emergency Evacuation Instruction

Each school year, all students shall receive safety instruction. The instruction shall include, but not be limited to, proper loading and unloading procedures, including escorting by the driver;

instruction on the use of passenger restraint systems, proper passenger conduct, bus evacuation, and location of emergency equipment. As part of the evacuation, students shall evacuate the school bus through the side emergency exit door.

Prior to departure on a school activity trip, all students riding on a school bus shall receive safety instruction. The instruction shall include, but will not be limited to: passenger safety, and location of use of emergency exits and equipment.

Complaints and Concerns

To reach the Director of Shared Services Transportation you may email or call the Transportation Department office. To share a concern or complaint please visit this [link](#) to file a complaint or concern online. You may also email the Director at transportation@sonorahigh.org or call (209) 532-5511 ext. 2.

Transportation Changes or To Request Service

Our primary responsibility is to safely transport students to and from school at the established bus stop nearest their residence or alternate stop (if already on a bus route). To request a bus stop change if you have moved or a daycare arrangement has changed please go to the [Shared Services Tuolumne County Transportation Webpage](#) to request a bus stop change. If the change is approved, your child will be issued a note to ride the bus on a regular basis. Please include the day or days of the week they will be riding. Please be advised these changes take 24-72 hours.

For same day changes, a written request is needed to allow your child to ride a different bus or get off at another stop. This request must go to the school office so that a "Blue Note" will be issued to the student to give to the bus driver. These notifications must be received by no later than Noon.

Inclement Weather

A late start to a school day or cancellation are often based on inclement weather. If we need to delay the start time, or cancellation of school, you should expect to receive a message from the SUHSD ParentSquare in conjunction with alerts on the local radio stations. These alerts will be issued by 6am.

Delays and Cancellations

One Hour Delay: School buses leave one hour later than the regular departure time.

Two Hour Delay: School buses leave two hours later than the regular departure time.

Cancellation of Transportation Services: School bus service will not be offered for the day.

Cancellation of school: all schools and after school activities are cancelled.

Early Release Due to Weather Event or other safety event: In very rare instances school may be closed early in the day and students transported home prior to the normal release time.

Not all schools in Tuolumne County participating in Shared Transportation Services are affected by weather conditions equally. For example if a snow event does not affect a lower elevation

school district, that district may operate on time even when other districts may be delayed or cancelled. It is important to remember that Shared Services Tuolumne County school buses serve four different districts.

Sonora Elementary limited bus service stops are as follows:

- No Lyons Bald Mountain Road past Greenley Road: Bring students to SES/pick up at SES.
- No Oakside Dr @ Jackson St, No Oakside Dr @ Park Ln, No Hope Ln: Bring students to SES/pick up at SES
- No Beckwith @ Woodduck, No 13080 Beckwith: Pick up/Drop off at Beckwith @ Darpinian Wy