



Transportation Operating Standards & Procedures

Waiting for the School Transportation:

- Stay at the bus stop.
- Do not speak to strangers while waiting.
- Do not go into the street.

Rules for Boarding the School Vehicle:

- Hold the handrail when getting into the school bus.
- Do not push or shove others in line.
- Once inside, please quickly find a seat, sit down and stay seated.

School Transportation Rules:

- Stay in your seat.
- If the school vehicle has seat belts, make sure to fasten it securely.
- Never put your head, hands or arms out of the school vehicle window.
- Do not yell or make other loud noises that could distract the driver.
- Do not eat or drink while riding on the bus, unless you get permission.
- Do not block the aisle with backpacks or musical instruments.
- Do not touch or play with the emergency exits.
- Do not push or hit others.
- Do not throw any objects inside the bus or at others.
- Do not use inappropriate language or any potty talk on the bus.

**Exiting School Transportation:**

1. Stay in your seat until the bus comes to a complete stop.
2. Walk to the front of the bus and use the handrail while stepping off the bus.
3. Do not get off the bus at a bus stop, other than your designated stop.

Protocol when Infractions Occur on School Vehicle:

1. A warning will always be given by the bus driver to the student on the 1st infraction without contacting the parent/guardian unless it involves physical violence towards another student or extremely inappropriate language. When a warning is given, this will be documented and communicated to transportation manager.
2. If the student receives a second warning on the bus, the bus driver will document the incident and inform the transportation manager. The transportation manager will make a phone call to the parent/guardian.
3. On the next infraction, the transportation director or principal will get involved and work out a plan with the parent/guardian.
4. If inappropriate behavior continues at this point, suspension is possible.

Transportation Manager- Dwayne Beavers- dbeavers@tacomabaptist.org

Transportation Director- Beth Wing- bwing@tacomabaptist.org

If you have any questions or concerns, please don't hesitate to contact us.

Parent Name (Printed) _____ Date _____

Parent Signature _____ Date _____