



**Transportation Services**  
**Provided by: Durham School Services**

**SAFE, ON TIME, AND READY TO LEARN**

All students residing in specific locations throughout the district are to be registered to ride the school bus to and from school. **Bus registration and fees, if any, will occur at the individual school.**

Parents that register their children early for school can call Durham School Services at (719) 687-4411 after August 8<sup>th</sup>, to find out their child's route number, location of the bus stop and pick-up and drop off times. During school registration week in August, Durham will have representatives at each school to register returning and new students to the district. **You must register for the bus every year.**

**Remember that school bus transportation is a privilege.** In order for the drivers to provide a safe riding experience for the students being transported to and from schools, activities, and field trips, we are asking that you please review the bus regulations with your children. We need all parents and children to understand these safety procedures.

Violations of school bus rules will be handled on an individual basis between the rider, parent, driver and the Woodland Park School Administration. If a problem continues, parents will be contacted and progressive actions taken. School bus transportation can be suspended for willful misconduct or endangering the overall safety of the school bus or its occupants. Immediate loss of transportation may occur depending on the severity of the violation.

Please read and discuss the following bus rules with your child(ren) and partner with us in providing safe transportation for all students.

**STUDENT CONDUCT ON THE SCHOOL BUS**

Safety is the primary concern of the Woodland Park School District and Durham School Services.

**When an incident occurs which distracts a driver's attention from the road, the safety of the driver and each student is jeopardized. Rules of conduct for students in transit minimize the risk of harm or injury to them and their driver.**

**Safety Rules – Waiting for/Departing**

1. **Be on time at your designated bus stop.** Students shall be at their assigned stop **FIVE** minutes before the bus is scheduled to depart. The bus cannot wait for those who are tardy.
2. Do not play in the street or on private property. Wait for the bus in a safe place – well off the roadway.
3. **Wait until the bus comes to a complete stop before entering.** When the bus has come to a complete stop and the door is opened, enter in an orderly manner. Go to your seat immediately. (Traffic has stopped for the student loading, so it should be done as quickly as possible.)
4. Board and exit the bus at the same designated stop each day. When loading at school, all students must be on their bus by departure time. For safety, once the driver has closed the door, and buses have started to roll, students will not be allowed to get on their bus.
5. Students will be required to remain seated until the bus has stopped and the park brake set. Cross the road (when necessary) at least 10 feet in **FRONT** of the bus, only after getting a definite signal from the bus driver.

6. The driver will not discharge students at places other than their regular assigned bus stop or at school, without **written authorization** from their parent, legal guardian, or their school principal, giving the driver and Durham School Services permission to do so.
7. **Students will not be allowed to ride any bus they are not specifically registered for**, without proper written authorization from their parent, legal guardian, or their school principal, giving the driver and Durham School Services permission to do so.
8. **Arrival at School** – Students must go directly to school after leaving the bus.
9. **Departing from School** - Students are to go directly to their bus when school is dismissed.

### **Safety Rules – On the School Bus**

1. Treat everyone (school bus driver and fellow students) on your bus with courtesy and respect. Keep your hands, feet and other things to yourself. Keep your belongings in your backpack. Pushing, grabbing, reaching over seats, etc., can be dangerous and is not permitted. Avoid roughhousing and any kind of physical play. **ANY STUDENT WHO DISPLAYS INAPPROPRIATE CONDUCT, USES INAPPROPRIATE LANGUAGE, OR ABUSES THE DRIVER OR OTHER STUDENTS, WILL FORFEIT THEIR BUS PRIVILEGE.**
2. Do not extend objects, hands or heads out the bus windows. Do not throw any object inside or out of the bus.
3. Remain quiet and orderly. Students will be assigned to specific seating. **STAY SEATED** facing forward, not extending anything into the aisles of the bus. Standing, kneeling on the seats, or facing the rear are unsafe riding positions and are not allowed. Talk quietly while on the bus. Shouting or any loud noise is not acceptable. A low noise level is imperative for the safest driving conditions. Be totally silent at all railroad crossings.
4. Follow all instructions from the school bus driver. Be cooperative and keep the aisles clear. The driver must have a clear view down the aisle to the back of the bus at all times.
5. Items **NOT** allowed on the bus: pets, animals, laser pointers, knives, weapons, firearms or explosive items, any tobacco products, matches, lighters or any item that is a health or safety hazard. No sharp instruments, such as pencils, etc., shall be carried where they might cause damage to the bus or injury to others. The driver has authority to require objects that may be unsafe or a hazard to be placed in a safe area.
6. Special Considerations – Eating and/or drinking on the buses are prohibited unless authorized for special conditions by the bus driver. Vandalism to the bus will be charged to the student and/or the parent/guardian. Bus privileges will be revoked until the damage is paid.
7. Videotaping – Videotaping will occur on all bus routes. Students will not be notified when a recording device had been installed and in use. Videotapes will be treated as confidential.

### **Bad Weather Day (Snow Policy)**

1. Parents are responsible for their children at bus stops. However, in the event of an early dismissal due to a snowstorm, no elementary students will be released from the bus unless an adult or responsible party is at the bus stop to pick up the student.
2. All students not released at their bus stop will be returned to the school principal until a parent or guardian picks them up.
3. Occasionally, it may be necessary to alter the bus routes due to bad weather. If this occurs, Durham School Services will make every effort to notify the parent, legal guardian, or school district.

### **Misconduct Procedures**

Violations of school bus rules will be handled on an individual basis between the student and driver. If a problem continues, parents will be contacted and progressive actions taken in cooperation with specific school administrators. **Immediate loss of transportation may occur depending on the severity of the violation.** Remember, school bus transportation is a **PRIVILEGE, NOT A RIGHT**; school bus transportation can be suspended for willful misconduct or endangering the overall safety of the school bus or its occupants.



Woodland Park School District  
'Elevate Your Education'

2017/2018  
SCHOOL BUS REGISTRATION FORM

Woodland Park School District and Durham School Services support each other in appropriate disciplinary action for violation of bus rules to include loss of bus privileges.

It is our hope and goal that all children who ride the bus abide by the rules, including the rules of each driver, so that all children are safe when being transported to and from school.

Woodland Park School District and Durham School Services school bus conduct and rules can be found on our website [www.wpsdk12.org](http://www.wpsdk12.org). My signature below indicates my understanding of the bus rules and the consequences if I choose not to follow them.

PLEASE PRINT

Student's Name \_\_\_\_\_ Route \_\_\_\_\_

School \_\_\_\_\_ Grade \_\_\_\_\_

Student's Name \_\_\_\_\_ Route \_\_\_\_\_

School \_\_\_\_\_ Grade \_\_\_\_\_

Student's Name \_\_\_\_\_ Route \_\_\_\_\_

School \_\_\_\_\_ Grade \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian's Signature

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Please PRINT.....Parent/Guardian's First and Last Name

\_\_\_\_\_  
Home Address (NO P.O. BOXES)

\_\_\_\_\_  
Town

\_\_\_\_\_  
Subdivision

\_\_\_\_\_  
Home Telephone Number

\_\_\_\_\_  
Cell Number

- Please check the box if any information has changed from last year's registration.
- Please check the box if you would like the status of your FREE & REDUCED PRICE SCHOOL MEALS Application shared with the appropriate school district official, for the purpose of determining waived transportation fees.

**\*\*Please note that this form is used to bill families for riding the bus if they do not pay at the time of registration.\*\***  
Revised 7/2017