

**School Bus Ridership Form**

The minimum walking distances, one way, for grade levels are as follows:

Grades K-5 = 1 mile / Grades 6-8 = 1.5 miles / Grades 9-12 = 2 miles

Transportation is provided only to and from the nearest bus stop to the student's place of residence and their attendance zone school. The distance outlined in the above also applies as the maximum distance a student may walk from their residence to an approved bus stop.

**NOTE: Transportation is not provided for out-of-zone students.**

The Alamogordo Municipal School District's Transportation Department's mission is dedicated to providing students with the best transportation services possible. Our goal is to maintain a sincere and dedicated commitment to safety of students, employees, community and property. We ask for your support to ensure your child's appropriate behavior while riding the bus for the safety of all.

The following discipline plan will be utilized to assure safe student transportation. Student conduct interfering with the driver's safe performance cannot be tolerated. The District reserves the right to install video surveillance equipment on any bus. A videotape of an alleged offense is not required for the Principal to take action. Students will be disciplined for the following infractions:

<b>SERIOUS/FLAGRANT MISBEHAVIOR:</b>	<b>SAFETY:</b>	<b>DEFIANCE OF AUTHORITY:</b>
fighting bringing a weapon on bus possession and/or use of drugs/alcohol/tobacco destruction of property threats to driver or others objects/articles of injurious nature bullying	failure to remain seated hanging out of window tampering with bus equipment throwing objects in/at or out windows pushing/tripping others improper boarding/departing other behavior relating to safety, well-being and respect to others refusing to wear seat-belt or remain in car seat when applicable	refusing to identify self refusing to obey driver rude/discourteous behavior unacceptable language talking/screaming above normal level spitting/littering/chewing tobacco

**IF A STUDENT VIOLATES THE ABOVE RULES, THE FOLLOWING PROCEDURES ARE APPLIED:**

**Serious/Flagrant Misbehavior and Safety:** Principal will follow Board policy. Bus privileges may be suspended.

**Defiance of Authority:** Will be handled by the bus driver. Referral to principal will be made when situations cannot be resolved or when an individual has two (2) or more instances of defiance of authority.

The degree of the offense will always determine the action taken by the principal.

**Temporary / Emergency Transportation Requests:** Circumstances requiring a temporary change in transportation services, i.e., sickness or death in a family, are considered on an individual basis. Contact the Transportation Department for details.

**PLEASE CONTACT THE FOLLOWING FOR INFORMATION ON BUS STOPS, NUMBERS, AND TIMES:**

**\* Alamo Bus Company – 575-437-3415 \***

THE PARENT AND/OR GUARDIAN SHOULD MAINTAIN THE TOP PORTION OF THIS DOCUMENT FOR REFERRANCE AND INFORMATION.

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**PARENTS/GUARDIANS – PLEASE COMPLETE THIS SECTION AND RETURN TO THE SCHOOL BUS DRIVER.**  
 PLEASE PRINT

Student's Last Name \_\_\_\_\_ First Name \_\_\_\_\_ School \_\_\_\_\_ Grade \_\_\_\_\_  
 Bus Stop \_\_\_\_\_ Bus Number \_\_\_\_\_ Medical Condition(s): \_\_\_\_\_  
 (Location, i.e. cross streets) (if applicable such as prone to seizures, fainting, insulin dependent, etc.)

**PHYSICAL Street Address** *Please NO P.O. BOXES* Home Phone # \_\_\_\_\_ Parent's Work Phone # \_\_\_\_\_

I have read this document and agree to offer my support to assure the safe transportation of my child and others.

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

## STANDARDS FOR SCHOOL BUS RIDERSHIP AND OPERATIONS

- ✓ Student transportation is a privilege extended to students who qualify for transportation. Students who do not obey the state and local regulations governing student transportation may have their transportation privileges revoked by the school district or school principal.
- ✓ Students who are compelled to walk a distance to meet the bus must walk on the side of the road to their left facing traffic, except on divided or multi-lane roadways.
- ✓ Students will be on time at their assigned bus stop. The bus driver will not wait for students at the loading area.
- ✓ Students will wait in a safe place, clear of traffic and away from where the bus stops. Students will wait in an orderly line and avoid "horseplay." When loading, the students should clear the traffic area immediately.
- ✓ The driver is in full charge of students when they are riding on the bus. The bus driver and assistant are authorized agents of the public schools and have the authority and responsibility to uphold the policies and to report any misconduct occurring on the bus.
- ✓ The students must obey the driver promptly. In cases where a teacher or school administrator is on the bus, they are also authorized to enforce student discipline.
- ✓ Students will not get on or off the bus while it is in motion. Students must remain seated, facing forward and keep aisles and exits clear.
- ✓ Without the advance permission of a responsible school district official, students will not be permitted to leave the bus on the way to or from school except at their regular assigned stop or school.
- ✓ Students will occupy the seats assigned them by the bus driver.
- ✓ Students will not be permitted in front of the passenger seating area while the bus is in motion.
- ✓ Students are not to carry on unnecessary conversation with the driver while the bus is in motion.
- ✓ Students will stay out of the driver's seat and will not tamper with any equipment.
- ✓ Students will be courteous and obedient to the driver.
- ✓ Students will cooperate with the bus driver in keeping the bus clean.
- ✓ Students will not eat nor drink on the bus, with the only exception of bottled water.
- ✓ Rough or boisterous conduct will not be permitted on the bus; however, students are permitted to converse in a normal tone of voice while in the bus. Students will keep absolutely quiet when the bus is approaching a railroad crossing and remain quiet until the bus is safely across the tracks.
- ✓ Students will not use profane language or obscene gestures and will not eat any food or drink any beverage on the bus.
- ✓ Students should remember that misconduct or carelessness not only endangers their own safety, but also the safety of other students on the bus. All misconduct will be reported to the proper school officials.
- ✓ Students will not extend their hands, arms, heads or objects through bus windows.
- ✓ Firearms, knives, explosives, breakable glass items, or other dangerous objects, reptiles or animals (except those animals authorized by an IEP) are not permitted on the bus. No item that will block the aisle will be carried on the bus.
- ✓ Students will not open or close the bus windows without the permission of the bus driver.
- ✓ Students will not throw any item inside or outside the bus while boarding, riding, or leaving the bus.
- ✓ The use of tobacco, drugs, alcohol or controlled substances will not be permitted.
- ✓ Students will not ride on the outside of the bus at any time or attach any item to the bus.
- ✓ Parents or guardians will be held responsible for malicious destruction to the bus.
- ✓ Any damage to the bus from any cause will be reported by passengers to the driver and the driver will, in turn report it to the proper school officials.
- ✓ Students who must cross the road after unloading the bus must cross 8-10 feet in front of the bus to insure the student's safety. Students will cross only when the driver signals all is clear. The only exception to this rule is in urban areas where pedestrian crossings are provided at intersections and students will be instructed to cross after the bus leaves the unloading zone or when traffic signals direct them to cross.
- ✓ Students will look both ways before crossing to the opposite side of the road.
- ✓ When transporting musical instruments, shop projects, or school projects, or other large items, the following will apply:
  - a) No item will occupy needed seating space.
  - b) No item will be placed in the driver's compartment.
  - c) All items carried by students will be under their control at all times and carried in their laps or under seats. The aisle and exits will not be blocked.
  - d) No large musical instrument or school project, etc. will be carried on the bus.

### Parent Responsibility for a safe ride on a school bus will include the following:

- a) Being fully responsible for the conduct and safety of my child before the school bus arrives, and after it departs.
- b) Insuring your child arrives at the designated bus stop 10 (ten) minutes prior to the arrival of the school bus.
- c) Providing protection or supervision for your child when unusual conditions arise beyond ordinary circumstances.
- d) Actively cooperating with school officials and school bus operators regarding appropriate conduct of your child at bus stops and while walking to and from bus stops.
- e) Assisting with implementation and enforcement of school bus rider safety.

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**Parents of Kg-1-2 grade students – Please draw a simple map showing where you reside.** There are times the school or bus driver may need the location of your home and the student may have difficulty giving directions.