

## Information Letter to Parents and Students

From time-to-time it is useful to review basic rules for cooperation and safe travel by school bus. We ask that parents review these rules with your children at the start of the school year, and periodically thereafter. They are intended to contribute to the safety and wellbeing of all passengers. First Student carries approximately 20,063 persons' to school in Saskatoon each and every school day. Your cooperation is needed and greatly appreciated.

1. Parents should advise their school's principal of any special medical conditions their children may have and request that the principal advise the driver of the correct action to take in the event of a problem.
2. Students must be ready to board the bus **FIVE MINUTES** before their scheduled departure time. The bus driver will not leave a departure point before the arranged scheduled time; however, they cannot wait for children that are not ready to leave on schedule.
3. In the event that the bus has not arrived at the bus stop after **10 minutes of the scheduled time, students are to return home** and then go back to the bus stop one hour after their original pick-up-time.
4. Pre-K and Kindergarten children **MUST be physically seen and acknowledged or the driver will NOT allow the child to exit the bus** and will return them back to the school.
5. The driver will assign a seat to each student at the start of the fall term. All seats are to be shared. At no time is a seat to be "saved" for a friend. Each student is to remain in their assigned seat unless given permission by the driver to change seats.
6. Do not contact First Student in the event that a student will not be riding the bus because of illness, or an absence of any kind. The bus will run the full route on its daily schedule regardless of absent students. This is necessary for timeliness and route consistency.
7. Students are asked to wait for the bus at a safe distance until it has come to a complete stop before approaching it. Board in single file without pushing or shoving. As a courtesy please allow younger children to board first. Sit down immediately and remain seated at all times that the bus is in motion.
8. Students will be picked up and dropped off only at their scheduled stop. They will not be allowed to get on the bus, nor off the bus at any alternate location without prior formal arrangements with First Student.
9. Any changes to addresses or sitters must be reported to First Student through the school your child attends. Note: The driver does not have authority to change the bus route, nor can the driver change any of the bus stops without prior approval from the school division and from First Student.
10. When getting off the bus, students should anticipate their stop and have all belongings ready. Wait until the bus has come to a complete stop before rising, and leave in an orderly fashion.
11. Students who must cross the street after getting off the bus are to wait until the bus has pulled away. They should then count to five, so that the departing bus does not interfere with the line of sight of other motorists who need to see the children who intend to cross the street. Students should cross only at pedestrian crossings, not in the middle of the street, and should cross only when it is safe to do so. They should **NEVER** cross in front of their bus.
12. The school bus is an extension of the school. Students are expected to behave on the bus the same as they would in their classroom. They must obey their driver promptly and respectfully. Yelling, shouting or whistling is

not permitted as it distracts the driver's attention from the road, vehicle horns, train bells, etc. Quiet talk is permitted.

13. Students may not open nor adjust windows without permission from the driver. Heads and arms must not protrude out of open windows. Throwing any items out of the bus is prohibited.
14. Eating food on the bus, including sunflower seeds and gum is not allowed. This is to prevent possible choking and/or allergic reactions. Keep buses clean and sanitary for the benefit of all passengers.
15. Students who misbehave will be reported to their school's principal and their parent. Repeated misbehavior or disrespect may result in suspension from the school bus for a period of time. Students who exhibit unsafe bus riding manners will not be transported.
16. All students should take part in School Bus Evacuation Drills held periodically by the bus driver. We encourage schools to involve all students with this procedure, not just route students, as sooner or later most students will ride a school bus for educational excursions or for sports trips.
17. Transporting certain articles by school bus is difficult. Skates must be put in a **PROPER PROTECTIVE BAG**. Hockey equipment, sleds, toboggans and large band instruments are not allowed. Pets are not permitted at any time. Your driver will advise what can be carried and what cannot, and where to store certain items. Aisles are to be kept clear of all obstructions.
18. All willful damage caused to the school bus by a student will be charged to the student responsible or to their parent.
19. Please ensure that your child is dressed appropriately for the weather.
20. Emergency notices will be broadcast on the local radio stations.
21. If there are delays or cancellations with your child's school, there are a couple of options available to you to find out information quickly:
  - a. Call 306-343-3300 our information hotline
  - b. We also have a website that you can access that will give the updated details of any cancellations or delays. This website gives you the option to subscribe to emails that will alert you to your specific school. <https://saskatoon.firststudentinc.com>

Please contact your school's principal should a concern arise during the duration of the school year.

