



1041-10A Street
Wainwright, Alberta
T9W 2R4

Telephone: (780) 806-2052 or 806-2054

Fax: (780) 842-3255

Website: www.btps.ca Email: transportation@btps.ca

Your BUS DRIVER is required to request students to follow this list of rules and regulations which pertain to the conduct of students while being transported on a school bus as regulated through the EDUCATION ACT, TRANSPORTATION REGULATIONS, the TRAFFIC SAFETY ACT, the and the policies and administrative procedures of Buffalo Trail Public Schools. **Please read and discuss this list with your child(ren). Please sign and return the white copy to your driver.** The other copy is to be retained by the parents for future reference. Questions may be directed to your driver or the Transportation Office.

SCHOOL BUS RULES AND REGULATIONS BUS ROUTE #: _____

1. Students shall at all times, be ready to board the bus prior to the designated pick-up time. Bus drivers are permitted to leave after the scheduled pick up time has elapsed.
2. Students shall stay off the travelled roadway at all times while waiting for the bus. When it is necessary to cross the road, students must cross three (3) metres in FRONT of the bus under the guidance of the driver. If the student should drop something under or near the bus, the driver must be told. Students must stay out of the danger zone and never go back or stop to pickup anything dropped.
3. Students shall not eat or drink on the bus unless authorized by the driver.
4. The use of tobacco, alcohol, drugs or any type of substance abuse is not permitted on the bus or at transfer points.
5. Students shall not engage in behaviour that may be deemed to be vulgar, abusive and/or that which constitutes sexual harassment or bullying.
6. Students shall not stand or move about within the bus while the bus is in motion.
7. Students shall not throw or hang any object or part of their body out of the bus window.
8. The bus aisle and exits must be kept clear at all times. Animals, sharp, large or items of a dangerous or objectional nature MUST be transported by other means. Large band instruments and sports equipment such as skate boards, hockey/lacrosse sticks, hockey bags, curling brooms, baseball bats, skis, etc. are not allowed on the bus. Small band instruments and skates in a properly secured bag (i.e. not plastic) with skate guards will be transported on school buses. Items no larger than 13" x 13" x 23" can be carried on the school bus. This applies to regular bus runs. Exceptions must be approved by the Director of Transportation.
9. Students are responsible for the seat assigned to them by the driver and damage to seats, etc. MUST be paid by the offender(s).
10. Students may talk quietly to the person beside them. Loud noise, shouting, and/or disruptive behaviour is dangerous and distracting to the driver.
11. Supervision to, from, and at the school bus stop is the parent/guardian's responsibility. For rural routes, if a parent/guardian is not home to receive their child(ren) under the age of 10, or an older student responsible for their care is not on the bus and the parent/guardian has failed to make arrangements, the bus driver will attempt to contact the parent, make direct contact with the principal/designate, and will return the student to the school or alternate drop off location. Parents may be charged the associated costs and transportation services may be withdrawn.
12. Students require written permission from their parents or school to disembark at other than their usual drop-off point. "Temporary School Bus Service" permission form must be completed by parent/guardian and approved by bus driver prior to bringing friends/non-registered students on the bus.
13. Students are required to wear/carry with them cold weather attire during the winter months.
14. Parents/Guardians/Students are required to notify the driver when an absence is expected from the bus. Schedules are preferred if absences are consistent (i.e. joint custody arrangements, extra-curricular activities, childcare, etc.).
15. Students may be monitored by Video Surveillance. Video surveillance may record visual and audio information.

The BUS DRIVER shall be in full control of the students while loading, en route, and unloading. Student misbehavior and/or willful damage will be reported to the school principal and through consultation with the bus driver; the principal may suspend a student from school bus privileges. There will be no reimbursement to parents for driving their children to school due to their bus privileges being revoked. Please return the white copy to the bus driver and keep the yellow copy for your records as confirmation of this agreement.

Driver's Name: _____ Driver's Home #: _____ Cell #: _____ Email: _____

STUDENT'S NAMES and GRADES: _____ _____	STUDENT'S NAMES and GRADES: _____ _____	STUDENT'S NAMES and GRADES: _____ _____
Parents/Guardians: _____	Phone #: _____	Cell /Work#: _____
Primary Email: _____	Alternate Email: _____	

Signature of Parent or Guardian
Copies: 1. Bus Contractor /Driver (White)

Land Description/Legal, Street or Municipal Address
2. Parent (Yellow)