

Hopewell School Student Bus Responsibilities and Dismissal Procedures

Each day at 3:30PM, we dismiss our students to our school buses by their grade level. We start with Kindergarten, then dismiss First Grade, then dismiss Second Grade, and finish with Third Grade.

Students are expected to board the school bus with kindergarten filling in the front seats, students in grades 1 and 2 sitting somewhere near the middle, and grade 3 sitting somewhere near the back of the bus.

There is an assigned school staff member who reports to each school bus every day at dismissal and serves as our part of our Dismissal Team.

Every day, before the bus pulls away, our dismissal team reviews the following bus safety expectations with all students.

- 1) Students are expected to report to their assigned seating area and remain in that same seat until the bus arrives at their designated stop. Students may never get off at another bus stop without a green slip completed by the parent.
- 2) Students are expected to sit safely on their bottoms and face forward at all times.
- 3) Students are expected to keep their hands, feet and objects to themselves and not touch or take other's belongings. Students are not to reach into the seat in front of them or behind them for any reason.
- 4) Students may speak quietly to the person they share a seat with using words that make others feel comfortable, not uncomfortable. No teasing, name calling or making fun of anyone

is allowed. This is not how we kid around or joke with each other, as most children will explain they were “just kidding.”

- 5) No eating, drinking or chewing gum is allowed on our buses.
- 6) No student has the right to tell another student where they can or cannot sit. Assigning seats is the responsibility of the bus driver, teachers, dismissal team or principal.
- 7) Students are expected to follow the bus drivers directions at all times. When a student violates the bus driver’s rules and expectations, the bus driver will complete a bus referral form to the office and the parent will be notified. The child may receive an assigned seat as a consequence for misbehavior.
- 8) Students are encouraged to worry about their own words and actions and make sure they are “Being Nice, and Being Safe” at all times. When boys and girls try to be helpful and involve themselves in situations that are not their concern, it tends to escalate rather than de-escalate the situation.
- 9) Students are encouraged to use problem solving language to resolve issues that involve them on the bus: “Stop it, I don’t like it, Leave me alone, I’m not going to let you bother me, If you keep doing that I’m going to tell the bus driver.” If their words do not solve the problem, children should report their concern to the bus driver immediately and ask the bus driver to move their seat.