

# **LETTER FROM THE ADMINISTRATION OF TRANSPORTATION**

## **Appling County Schools Soaring To New Heights**

Dear Parents,

Welcome to another exciting year at Appling County School System! We are dedicated to providing a rich educational foundation for our students. Our Vision, “Appling County Schools will be a system of excellence for all learners”. Our mission is, “we are committed to providing a quality education that promotes maximum individual achievement and social responsibility”. This year’s Theme “Soaring to New Height In all Appling County Schools”.

We have an outstanding school, but we believe that we can always improve. As such, we are asking the community to please continue to support our school through the Appling County School collaborative partnership involvement with our student’s education. We are in the process of combining bus stops on all routes and your help is surely needed in this matter. We ask that you prepare your student with the information Listed below regarding transportation. This information will ensure the best transportation service for all students. We are looking forward to another exceptional year in the Appling County School System.

Sincere Regards,  
Transportation/School Safety Director

Charles L. Vann

## **BUS RIDERS**

### **Bus Service:**

Bus service is available for all students. The routes are not interchangeable and students must ride the bus at the time designated.

### **Early/Late Buses:**

Early buses will begin dismissal at 2:50 pm in the afternoon at the Middle School for Altamaha School District transfer students. Late buses will begin dismissal at 3:05 pm

### **Arrival at School:**

Students who arrive by bus before 7:10am should go directly to the school atrium or cafeteria. Students arriving after 7:45 should go directly to the front office for a pass to their classrooms or get permission to go to the cafeteria if eating breakfast.

## **Change in Transportation Method:**

If your child will go home a way other than what is designated on the enrollment card, a note must be sent to the teacher. Any and all changes must be in writing. We cannot accept phone calls or facsimiles. Bus changes will be sent to the office for approval and returned to the teacher. A student must have this note with office approval in order to ride a bus for which he is not assigned or to get off at a different stop other than their usual. No changes will be made after 1:30 p.m. unless there is an emergency. Students will be allowed only one additional bus change per year (i.e., a student cannot be given a note each day to five different locations to get off in the afternoon. There must be someone to receive the child at the permanent or the one alternate address. )

## **Dress Code:**

Please refer to the Appling County Code of Conduct for minimum requirements. These following items are not permitted: Roller shoes or Heeley's, flip-flops, spaghetti straps, halter tops, or tube tops. All shorts and skirts must be an appropriate length.

## **Bus Schedule:**

Bus schedules will be posted during registration confirmation and on the Appling County School System Board of Education's website. Should you need further assistance, please contact the board office. We love our students and want them to be certain they arrive at school and back home safely. For that reason, the following rules along with the other school/bus rules that have been given to your child for the bus stops and bus safety are necessary.

## **Bus Stop Rules:**

1. There will be set bus stops at a safe location that a student must be at in order to be picked up by the bus. Students are not to cross the highway to catch a bus for any reason unless they are an authorized stop by the driver and not on a four lane highway. The designated stop will be placed at a safe location and located twelve feet off the roadway.
2. Student must be at the bus stop 5 minutes before the scheduled arrival time. The bus cannot wait for a student. If the student is not present at the stop and the driver activate their eight way lights they will precede to the next stop and the parent is responsible for getting their child to school.
3. Stay off the road at all times while waiting for the bus.
4. No horseplay at the bus stop.
5. Student should be careful when approaching the bus stop.
6. Do not move toward the buses at the loading zone until buses have been brought to a complete stop.
7. The bus must be at a complete stop before attempting to load or unload.
8. On roadways where there are no sidewalks, walk single file facing the traffic.

9. At the designated bus stop, remain on the side of the road where you live twelve feet away from the roadway. When the bus comes to a complete stop, and the driver motions that it is safe to cross the street, cross the road in front of the bus, then board the bus.

### **While on the Bus:**

1. Obey instructions given by the driver.
2. Be courteous to fellow pupils and the bus driver. (Annoying the driver or other students will not be tolerated.)
3. Horseplay, threats, and fighting are not permitted on or around the bus or at bus stops.
4. Remain silent when approaching and crossing railroads.
5. Talk only in a normal voice and do not use profane or obscene language.
6. Remain properly seated, do not change seats, and keep head and hands inside the bus.
7. Eating is allowed, but at the discretion of the driver. Students can lose their privilege for not following the rules. All drinks must have a screw on lid (no Fountain Drinks). All paper must be put into the trash located at the front and rear of the buses.
8. Do not carry weapons of any kind while riding a bus.
9. Do not tamper with any of the equipment on the bus, especially the emergency door for any reason.
10. Do not litter the bus, or throw objects within or outside the bus; this could result in Saturday detention of cleaning up school system property.
11. Do not leave the bus except at your regular stop without written permission from the administration.
12. Do not bring glass or possible dangerous items on the bus.
13. Books, packages, coats, band instruments, and other items should not be in the aisles or in the driver compartment and should not be left on the bus. These items must be held in the child's lap and must not occupy the seat of another child.
14. Students are not allowed to transport prescription or non-prescription medications on the bus except emergency medications and approved medications prescribed for self-administration.
15. Due to the possible distraction to the bus driver by the use of cell phones, beepers, or other personal electronic communication devices, the use of these items will not be allowed on the school bus if the driver deems that the student is misusing the device. The devices are to be used in emergency situations (i.e., mechanical break-down of the school bus, accidents, or other possible safety issues) the use of these items may be allowed or allowed at this time.

**APPLING COUNTY TRANSPORTATION DEPARTMENT**

**2014-2015 SCHOOL YEAR**

**ACKNOWLEDGEMENT**

By signing this Acknowledgement, I acknowledge that I have read and understood terms and conditions of this form and by signing I off on this form I agree that the Board of Education Has the best interest of all students in this district in mind. In signing you and your child agree to abide by safety rules, & regulations which apply to the transportation of students.

• I \_\_\_\_\_ have read and agree to the terms and conditions which appear on the information that has been reviewed on this day, the \_\_\_\_\_ day of the month of September 2014-2015 school year.

• I have read and accepted all afforded information from the Transportation Department of the Appling County School System.

Charles L. Vann  
Transportation/Safety Director

**Acknowledgement and Consent of Parent & Student:**

Student: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Bus Driver: \_\_\_\_\_

Date Returned to Bus Driver: \_\_\_\_/\_\_\_\_/20\_\_\_\_