

## General Information

The East Hampton Public Schools and Nichols Bus Company regard the safety of your children of utmost importance. According to the National Highway Traffic Safety Administration (NHTSA) school buses are one of the safest forms of transportation. The NHTSA also reports that the greatest risk to children who ride the bus is when they approach or leave the bus.

Before children go back to school or start school for the first time, it is essential that adults and children know their responsibilities for safety as outlined in this brochure. Parent responsibilities for bus safety are listed below:

- ★ Parents are responsible for their child's behavior at the bus stop.
- ★ Parents of kindergarten students must have a responsible person at the bus stop to receive the child.
- ★ Parents should keep in mind that those items which are not appropriate on school property are not appropriate on a school bus.
- ★ Parents should report any unusual or unsafe activity at or near the bus stop to the Schools Business Manager at 860-365-4000.

## Administrative Procedures

- ★ All bus routes and stops are designated by the School Business Manager (860-365-4000). The bus driver is not able to create or eliminate a bus stop.
- ★ Parents requiring a change in assigned bus routes and/or designated stops, must complete a "Transportation Change Request Form" which may be obtained from their child's school. A minimum one-week notice is required to process such a change.
- ★ Each East Hampton school bus is equipped with a video monitor box, in which a video recording device may be installed. Randomly throughout the school year the monitoring device is activated on each school bus. Students and bus drivers will not be notified when a device is activated.
- ★ If at any time, a school bus is observed doing anything inconsistent with good safety practices, this information should be reported to the School Business Manager at 860-365-4000.



**East Hampton Public Schools  
Administrative Offices**  
94 Main Street  
East Hampton, CT 06424  
860-365-4000



**Memorial Elementary School**  
Grades Pre-K — 3  
20 Smith Street  
860-365-4020



**Center Elementary School**  
Grades 4 & 5  
7 Summit Street  
860-365-4050



**East Hampton Middle School**  
Grades 6 — 8  
19 Childs Road  
860-365-4060



**East Hampton High School**  
Grades 9 — 12  
15 North Maple Street  
860-365-4030

**The East Hampton  
Public Schools**

**School Bus  
SAFETY**

**for**

**Parents &  
Students**





## Bus Stop Safety

- ★ Students should arrive at the bus stop at least five minutes before the bus is due to arrive. No bus will return for a student who misses his or her bus.
- ★ Students must stand in an orderly manner and out of the traffic lane at bus stops.
- ★ Students who have to cross the street in front of the bus, must walk on the sidewalk or along the street to a point at least five "giant" steps (10 feet) ahead of the bus before they cross.
- ★ Students must wait until the bus completely stops, the door opens, and the bus driver nods that it is okay before crossing the street and/or stepping onto the bus.
- ★ When crossing the street to board the bus, students must be sure the bus driver can see them and they can see the bus driver.
- ★ Running across the street to catch the bus is never allowed.
- ★ Walking behind the bus or close to the side of the bus is never allowed.

- ★ If a student drops something near the outside of the bus, they must tell the bus driver and obtain permission before trying to retrieve it, otherwise the student could be in the driver's blind spot.
- ★ Students must report any unusual activity at the bus stop to the bus driver immediately.

## ★ Riding the Bus



- ★ The bus driver shall assign each student a designated seat.
- ★ The bus driver shall pick up and drop off students at designated stops only as determined by the School Business Manager.
- ★ Students must carry their backpack in front of them when boarding the bus. Students must only carry on the bus what can be held in their laps. Large items such as sports equipment or instruments may need to be delivered to the school in an alternate way.
- ★ Students must board the bus in an orderly fashion, one at a time.
- ★ Students must stay in their

assigned seat facing the front of the bus at all times.

- ★ Students must keep their whole body, including head, arms, feet and all objects inside the bus.
- ★ Students must keep the aisle of the bus clear of objects at all times.
- ★ Students will not fight at any time on the bus.
- ★ Students will not eat, drink or smoke on the bus.
- ★ Shouting and/or the use of profane language is not permitted.
- ★ Students shall be respectful and courteous toward the bus driver and fellow students at all times.
- ★ Students are to remember the bus driver's job is to get the students to and from school safely. The bus driver needs to concentrate on the road. (Just imagine how hard it would be to pay attention to the road with up to 71 students talking all at once!)
- ★ The bus driver is in charge of the bus at all times.

## Exiting the Bus

- ★ Students will not stand until the bus comes to a complete stop.
- ★ Students shall use the handrail

and carry their backpack in front of them when exiting the bus.

- ★ Students shall make sure there are no items sticking out on them (their clothes, the hood of their coat, key chains, backpack straps, etc.) that could be caught in the handrail of the bus or the bus door.
- ★ Students who have to cross the street in front of the bus shall walk on the sidewalk or along the side of the street to a point that is at least five "giant" steps (10 feet) ahead of the bus and wait for the driver to nod before they cross.
- ★ When crossing the street after exiting the bus, students must be sure the bus driver can see them and they can see the bus driver.
- ★ Running across the street after exiting the bus is never allowed.
- ★ Walking behind the bus or close to the side of the bus is never allowed.
- ★ If a student drops something near the outside of the bus, they must tell the bus driver and obtain permission before trying to retrieve it, otherwise the student could be in the driver's blind spot.