

Buses, Walkers, Carpool

Dear Parents and Students,

Welcome to the 2014-2015 school year at Sanford Creek Elementary where we are committed to the goal of providing safe and positive transportation for all our students. As a team of students, parents, drivers, and staff working together, our safety goal will be achieved. Below are a couple of reminders regarding transportation and dismissal procedures for students:

TRANSPORTATION ARRANGEMENTS

Please read the following detailed information about BUSES, WALKERS, CARPOOL, etc.

1. No check out after 3:20 and no pick up from the lobby as stated in the carpool procedures section.
2. For safety reasons, students cannot ride their bikes to school. The bike rack is located behind the school near the bus loading zone area which is an extremely dangerous area. The faulty placement of the bike rack affects the safety of the students.
3. Any changes in transportation will require a note signed by the parent (the child's word is not acceptable) and presented to the office on the day the change is needed. If a student is going home with another student or getting off at another student's stop, a note will also be required from both students' parents. If a student does not have a note, he/she will be sent home his/her regular way.
4. Parents who plan to go through carpool must obtain a carpool number from the office.
5. If a child needs to go to a regularly scheduled day care facility after school hours, the parent is required to send a written notification of this to the teacher. The teacher needs to know by what means each student is to go home, and, if this is to be changed, a written note should be sent to the teacher. If your child will not be riding his/her day care van, please notify the day care center.
6. If your child is to go home with a classmate after school, both the hosting and visiting students should bring notes from their parents indicating the planned visit and transportation plans. Both students are to report to the school office on the morning of the planned visit with their notes. This is required as a safety precaution. Some buses are at capacity and visiting students may be denied riding home on the bus with a friend.
7. No student can be permitted to ride home, after school hours, with anyone other than his/her parent unless the child brings a note from his/her parent requesting this.

CARPOOL PROCEDURES: Parents who bring their children to school and who pick up their children after school should unload/load through the carpool line only. Do not use the bus loop to drop off or pick up children. Note: Our policy does not support parents parking and coming into the office to pick up a child. For safety reasons and security reasons, this procedure will be strictly enforced. (please refer back to the checking out policy previously stated).

WALKERS: All walkers must report to a designated area within the school to walk home with assigned Sanford Creek Staff. The group will walk to the bottom of the hill and cross the street where parents should be standing to greet them. Parents are NOT permitted to park or wait in their car in the middle or on the side of the road to pick up their child...this is a major safety issue. In case of extremely bad weather, please make arrangements for your child to arrive home safely. We do not provide transportation for walkers.

CARPPOOL

(over)

BUS TRANSPORTATION: All students who are bus riders are to ride to and from school on the bus that the transportation department has assigned to them. Students shall board and leave the bus only at the designated bus stops. They are not permitted to ride a different bus home or ride a different bus home with other students. The principal or assistant principal must approve any changes in bus assignments

Each student transported on a school vehicle must be considerate of the safety and well being of fellow passengers. Misconduct on the bus can distract the driver's attention from his/her primary responsibility, which is to transport all students to and from school in a safe, orderly manner.

Due to concerns of many citizens, the Wake County School Board has adopted specific rules and procedures to deal with bus transportation. Please teach bus safety by reviewing and discussing the following bus safety procedures prior to the first day of school.

Bus Rules:

- Enter the bus in an orderly and quiet manner;**
- 1. Sit in assigned seat and remain seated at all times;**
- 2. Keep hands, arms and head in the bus at all times;**
- 3. Abide by the request of the bus driver;**
- 4. No food or drink on the bus;**
- 5. Be respectful of driver and other students.**

These procedures will help create an environment of safety for students. **All riders are expected to follow these procedures.** Parents will be contacted when a student's bus riding behavior is unacceptable. Unless the incident is serious, a warning is given to the student on the first offense. A student will lose bus-riding privileges if unsafe behavior continues. An immediate loss of riding privileges will take place when fighting occurs on the bus.

The following chart is the *general* flow of consequences for violations of bus procedures.

First riding	Warning to child, parents are not notified unless the offense warrants loss of bus privileges.
Second notice sent	Parents are contacted and student is subject to one-day bus suspension. Written notice sent home and to bus supervisor.
Third	Up to three day bus suspension will be issued. Written notice sent home and to bus supervisor.
Fourth	Up to five days bus suspension with a written notice home and to bus supervisor.
Fifth	Can result in long-term suspension (remainder of school year).

If you have general transportation questions, you may call the main office at 570-2100. We will be glad to assist you about areas of concern.

We look forward to a great year!

Sincerely,

Dr. Ve-Lecia Council, Principal
 Dr. Eric Johnson, Assistant Principal