

Otsego Local Schools Transportation Department

It is the Transportation Department's goal to provide safe transportation to and from school, on field trips, and for extra curricular activities. Students are to contribute to their safety by following the rules of the bus. When rules are not followed, transportation privileges may be lost.

Video cameras are used on the Otsego school buses. The information from these tapes may be used for disciplinary action.

Students are to follow these guidelines:

1. Students must arrive at the bus stop **before** the bus is scheduled to arrive. Students are to load/unload at their designated stop in an orderly manner.
2. Students needing to cross the road are to do so at least 10 feet in front of the bus after being signaled by the driver.
3. Students are to ride their regularly assigned bus and load/unload at their regular bus stop, unless a bus pass has been signed by the principal or the principal designee from the building they attend. Only Otsego students are authorized to ride Otsego buses.
4. Students are required to remain on the bus once they have boarded. Students are to go directly to their seat. They are to remain in their seat while the bus is in motion with their feet on the floor, their back to the seat back, and their seat to the seat cushion. The aisle and exits must be kept clear.
5. Students are to observe the same conduct as in the classroom. Students are to be respectful and to obey the driver promptly and courteously. Students are expected to follow these rules on the bus:
 - a. No talking or noise of any kind at railroad tracks. At other times *quiet* conversation is permitted unless the driver requests no talking.
 - b. Do not use profane language or gestures
 - c. Do not eat, chew gum or drink
 - d. Do not possess alcohol, drugs, or tobacco products
 - e. Do not litter or pass objects in the bus or out of the window
 - f. Do not put any part of the body out of the window
 - g. No fighting, hitting, pushing, or tripping
6. Students may only carry objects on the bus that can be held on their lap. Students may never bring animals or potentially dangerous objects on the bus.
7. At dismissal students are expected to report directly to their assigned bus.

