

## Parents on Buses

Parents are not allowed on regular school bus runs. Harassing the driver or other bussed students is a serious offense which can be reported to the City of Lethbridge Police.

## Large Items on Buses

The school bus operations, Section 23 of the Commercial Vehicle Safety Regulation “carrying of luggage, equipment and tools, band instruments and sports equipment” states “they shall not be carried in the interior of a school bus” unless “they can be stored under the seat, does not block aisles or emergency exits, cannot be dislodged when the school bus is accelerating or braking or in the event of a collision or avoidance”. The driver is responsible for ensuring items are transported in accordance with Section 23 of the Commercial Vehicle Safety Regulation.

As these items cannot be secured; tubas, trombones, saxophones, french horns, skate boards, skis, hockey sticks, scooters, large hockey bags, curling brooms, suitcases with wheels, large shop projects, etc. **They will not be allowed on the school bus.**

Students may only carry those items which can be held safely on their laps at all times. The items must not stick above the seat and must not be wider than 33cm x 33cm x 59cm as not to intrude in another student’s space or stick out into the aisle.

## Food and Beverages on the Bus

For safety, students should not eat or drink on the bus as the driver may not be able to hear a child if is choking. Lethbridge Transit Policy states students may not eat or drink on the bus (including soft drinks, candy and gum).

## Student and School Bus Safety

- Always be at the bus stop five minutes before the bus is scheduled to arrive
- Wait for the bus in a safe spot, step as far away from the road and curb as possible
- Don’t run towards the oncoming bus
- If you can’t see the driver, they can’t see you
- Use the handrail getting on or off the bus
- Get on or off, one at a time, don’t push or shove
- Take your seat right away and **stay seated** until the bus comes to a complete stop and the bus door is open. Before you leave your seat take all of your belongings with you.
- Sit back in the seat, face forward and keep your feet to the front, not in the aisle
- Talk quietly, so you don’t distract the driver Remember, it’s the driver’s responsibility to keep you safe
- After leaving the bus, step as far away from the bus as possible so you are out of the Danger Zone and in a safe spot.

## Contact Us

### Lost & Found

Lost and found items are left on the bus for approximately one week and are then turned into the Transit office. **Phone Inquiries can be made at: 587-425-4245 Monday-Friday 8:00 am – 4:30 pm.**

**Southland Transportation Ltd.**

**1210 31 Avenue North, Lethbridge, AB T1H 5J8**

**Phone: 587-425-4245**

**Website: [www.southland.ca](http://www.southland.ca)**

**Lethbridge School Division**

**433 15 Street South, Lethbridge, AB T1J 2Z4**

**Phone: 403-380-5300**

**Website: [www.lethsd.ab.ca](http://www.lethsd.ab.ca)**

# Student Transportation Handbook



For students of  
Holy Spirit Catholic School Division



## Your Bus Routes

Routes can change throughout the school year. The updated maps can be found at the following website [www.southland.ca](http://www.southland.ca)

## Your Bus Stops

Students are required to be at their bus stop at least 5 minutes prior to the bus arrival. Drivers cannot wait for students who are tardy in arriving at the stop as it alters the bus schedules. The bus will depart the school 7 minutes after the bell.

Do not cross in front of the bus when exiting. Use marked crosswalks or intersections after the bus has pulled away.

Transportation is provided for eligible students from a designated pick-up & from school ONLY (not to babysitters, music lessons, jobs or sports events, etc.) No friends are allowed to travel with you.

Drivers are not responsible for students who get off at stops other than their designated stop, or students who take a route which is not their designated route.

Only eligible students, drivers or authorized persons may ride the bus. Students wishing to take friends home are responsible for finding their own way home.

## Inclement Weather

News releases will be provided to various radio stations after receiving direction from the school boards as to whether a cancellation will take place in the morning. In the case of a midday decision (early dismissal) parents must be notified as students cannot be sent home if arrangements have not been made for after school care. Failure to contact parents will result in students be dismissed at regular times.

## Behaviours on the Bus

### “Riding the bus is a privilege, not a right”

In order for all students to have a safe and pleasant ride on the bus, students must follow the rules of conduct. The bus is an extension of the classroom and school officials will handle any misconduct.

It is the primary responsibility of the driver to transport students safely to and from school. The driver’s attention must be on the road and traffic conditions and not on student behavior. Buses may be equipped with video cameras and may be used for safety and corrective actions only.

Students may be suspended or expelled from riding the bus if the rules of conduct are not followed.

### Consequences Administered by School Officials

1. Written Infractions sent to school - Parents Notified
2. 2<sup>nd</sup> Infraction – 1 day bus suspension
3. 3<sup>rd</sup> Infraction – 3 day bus suspension
4. 4<sup>th</sup> Infraction – 5 day bus suspension
5. 5<sup>th</sup> Infraction – suspension of riding privileges  
May be appealed to the school board.

Steps may be omitted depending on the severity of the infraction.

### City Bylaw #2362

It is unlawful for any person to fight, scream, shout, swear, use insulting or obscene gestures or language, smoke, spit or engage in unseemly or disorderly behavior on any Transit/School Bus of the City of Lethbridge.

### Commercial Vehicle Safety regulation Section 29

**No Person Shall:** Stand in a school bus, get up from his seat or attempt to get on or off a school bus while the school bus is in motion. Failure to comply is subject to a fine under the above article.

## Students’ Responsibilities- Must

- Adhere to the Driver’s instructions or directions
- Remain seated at all times (while bus is stopped or in motion).
- Be responsible for personal property (books, backpacks, clothing, electronics, etc.)
- Students who vandalize a bus will be held responsible for the cost of repairs and may lose riding privileges

## Students’ Responsibilities-Must Not

- Throw objects inside or outside of the bus windows
- Have any part of body or object extend out of the bus windows
- Stand on School Bus, while on Route
- Display Disruptive Behaviours (Yell, Scream Bully, Push, Spit, Fight, Hit, Profane Gesture or Language)
- Consume any food or beverages while on board (Unless medically required)
- Have Tobacco, Lighters or other smoking items
- Be in possession or use of controlled substances (Alcohol, Drugs, etc.)
- Be in possession, use or conveyance of potentially dangerous items (guns, knives, etc.)
- Use Cell Phones, cameras or recording devices while on board the bus

The seriousness of the above offences may warrant immediate suspension and referral to Police Services.

## Remember the Danger Zone at all Times

- When waiting for the school bus, stand well back from the curb. Don’t run towards the oncoming bus.
- When you go near the bus, always be sure you can see the bus driver.
- Never, ever, walk or play behind a parked vehicle
- If you drop anything in the danger zone, leave it. Never stop to pick it up.
- After leaving the bus, step as far away from the bus as possible so you are out of the Danger Zone and in a safe spot.