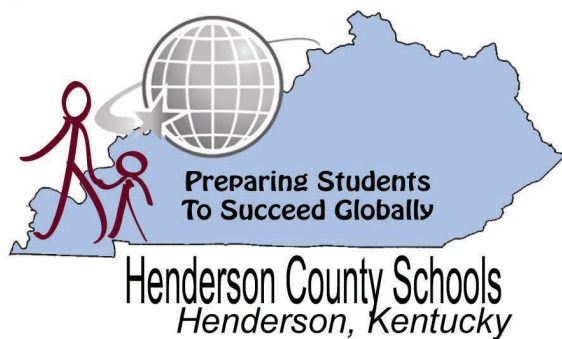


# **BUS EXPECTATIONS**

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**2009.2010**

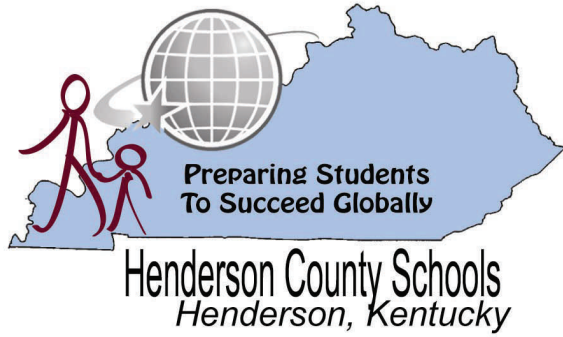


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# **LESSON BOOK**

Revised August 2009

**BE**



**RESPONSIBLE**

**USE**

**RESPECT**



**STAY**

**SAFE**

# BUS EXPECTATIONS

## DAY 1

**Instructor's Notes:** Get your students in a close proximity so you can present the information directly to them. Speak clearly so all can hear. Try not to shout. Remain positive and energetic, so their response will be positive and energetic. Today is a general overview of the week. Time will be precious each day, because your route must leave on time. Try to keep this in the back of your mind daily and plan accordingly.

- Welcome the students, introduce yourself, and briefly explain what the group will be doing over the next week.
- Read Bus Expectations and Rules - (Use back cover.) Let your students know where the expectations will be posted on every bus.
- Positive Behavior Token - Display the token. Explain how the token is used to reward them if they are correctly following the Bus Expectations. Let the students know that the token can be turned in to the school as part of their schools positive behavior reward system. (*BGT = Gator Gotchas; CAR = Gold Cards; NIA = High Fives; JEF = PAWSative Performers; SHS = Dolphin Dollars; SPT = Panther Paws; EHS = Hawk Feather; ABC = Cool Cat Card*)
- If time allows, cover the information below from **Board Policy 09.226 (Student Code of Conduct Pg. 55)**:
  - Pupils shall conform to all bus rules and safety laws.
  - Pupils shall wait at their assigned bus stop 5 minutes early.
  - Pupils shall not cross the roadway when entering the school bus until signaled by the driver.
  - When pupils enter the bus, they shall proceed directly to a seat.
  - Pupils must cross 10 feet in front of the bus and watch the driver.
  - Pupils shall remain "sitting safely" until the bus has come to a complete stop.
  - Pupils shall not change from one seat to another while the bus is in motion, or unless given permission by the bus driver.
  - Pupils shall not create noise on the bus to the extent that it might distract the bus driver or to the extent that it might interfere with the driver's ability to hear signals of emergency vehicles or an approaching train.
  - Pupils shall not move or speak when the driver is approaching a rail road crossing.

References: KRS 156.160, KRS 156.070, KRS 189.540, KRS 160.340, KRS 160.290, 702 KAR 5:030, 702 KAR 5:080  
Related Policy: 06.34 06.343, 09.226 and Student Code of Conduct Pgs. 55-57

# BE RESPONSIBLE

## DAY 2

***Instructor's Notes:** Follow the same format as yesterday. Always be sure to create an environment where the students remain focused and attentive. Make this learning experience enjoyable for the students, and yourself. Always demonstrate the correct behavior. On the bus you have to tell them; now is your opportunity to teach them.*

- Ask and see if the students remember the first expectation. Remind them it starts with the first letter of BUS. Make it interactive and remember to smile. Now go over each rule for this expectation. Don't forget Positive Behavior Tokens!
- OBEY YOUR DRIVER AND FOLLOW ALL BUS RULES: The driver is the captain of the ship just like a teacher is in charge of the classroom. The driver is in charge of keeping the bus safe, and needs help from each of you to make this happen. For safety reason, you need to obey the driver's directions upon the first request. The driver needs to keep their eyes on the road. School rules are bus rules. Rules help us keep everyone safe while riding the bus.
- BE AT YOUR BUS STOP ON TIME: You need to be at your bus stop five (5) minutes before the bus is scheduled to arrive or you will miss the bus. While waiting for the bus, do so at a safe location away from the road. Be sure to wait for your driver to motion you to the bus. Do not run after the bus while it is moving.
- MAINTAIN A SIX INCH VOICE: Six inches is about the width of this lesson book. Make sure your voice level can only be heard by people who are this close (hold the book up between two students). If you have an emergency, walk to the front and tell the driver. Do not scream. This will allow the driver to hear emergency vehicles, or any dangers the bus might encounter.
- LEAVE FOOD, DRINK, AND GUM OFF THE BUS: These items are not allowed on the bus for safety reason, and to keep the bus clean.
- BRING AN APPROVED NOTE FOR ANY BUS CHANGES: If you are going to a different stop, you must have a note signed by your parent and the school principal. The driver cannot and will not let you off without this note.

# USE RESPECT

## DAY 3

***Instructor's Notes:** Respect is mutual. There is an authoritative respect that is automatic given your position, but there is a more powerful relational respect that you can lay the ground work for today. Students yearn for attention...and even discipline. Gain their relational respect by teaching them today's expectation and rules. Have fun.*

- Ask and see if the students remember the second expectation. Remind them it starts with the second letter of BUS. (Make it interactive and remember to smile) Now go over each rule for this expectation. Don't forget Positive Behavior Tokens!
- FOLLOW ALL INSTRUCTIONS FROM BUS STAFF: You need to respect your bus driver and all other school staff. They are here for your safety and any instruction they give is to maximize your safety, and the safety of all students riding with you.
- KEEP HANDS, FEET, AND OBJECTS TO YOURSELF: You need to respect others by keeping your hands in your lap, feet in front of you, and your personal belongings in your lap or back pack.
- DO NOT DAMAMGE OR WRITE ON BUS SEATS: Respect your bus and respect your driver by helping keep your bus clean and free of damage. Always report any damage to the bus driver. If you damage or write on seats your parents will have to pay to fix it. I don't think your parents will be happy about that will they?
- BE COURTEOUS AND HELPFUL TO ALL PASSENGERS: You must respect each other by taking a seat quickly and making room for other people to sit down. You will have to share your seat. Let's make sure we have a good ride everyday by respecting and helping each other stay safe and alive!
- USE PROPER TONE, VOLUME, AND WORD CHOICE: Remember what we learned yesterday about our 6 inch voice? What is a 6 inch voice? That's right. While using that 6 inch voice, please use appropriate language. Bad words are not allowed on the bus. Do not call other bus riders or your bus driver bad names. Be nice and respectful by speaking nice and respectful.

# STAY SAFE

## DAY 4

***Instructor's Notes:*** *Safety is the sole focus of our job. Teach your students to work with you in developing a safe environment. Demonstrating the correct behaviors is the best way to clear up any potential misunderstanding. Remain positive and energetic today.*

- Ask and see if the students remember the third expectation. Remind them it starts with the third letter of BUS. Review the Positive Behavior Tokens.
- REMAIN "SITTING SAFELY" AT ALL TIMES: The safe way to sit is "sitting safely." Sitting safely means bottom to bottom of the seat, and back to back of the seat, facing forward. This keeps you safe if the driver has to come to a sudden stop. Always remember this includes keeping your hands, feet, and objects to yourself. We learned about that yesterday. Now what does sitting safely mean? Bottom to bottom and back to back - good job.
- ALWAYS REPORT THE ABSENCE OF SAFETY: If you see anyone being unsafe and not following the Bus Expectations and rules, always report it. It is important that we all work together to remain safe while on the bus. The driver must watch the road and may not see everything going on behind them. Keep yourself, your friends, and the driver safe by always reporting the absence of safety.
- KEEP HANDS, FEET, HEAD, AND OBJECTS IN THE BUS: If you are sitting safely, you will not violate this rule. It is very unsafe to place any part of your body out of the window. A tree limb or passing vehicle could hit you. If you throw things out of the window, that is considered littering. If a policeman sees this, they could pull the bus over and give you a ticket for littering, costing your parents \$500. We don't want that now do we?
- DO NOT DISTRACT OR GESTURE TO OTHER MOTORISTS: Stay safe by not distracting or gesturing to other motorist. This could cause them to take their eyes off the road, resulting in an accident or worse - someone getting hurt.
- STAY FOCUSED WHEN WALKING TO OR FROM THE BUS: Streets are a busy place. Stay safe, by staying focused. Be aware of what is going on around you and always watch your driver closely for instructions. When signaled, move to the bus quickly, enter the bus, find your seat, and remain sitting safely.

*References: KRS 156.160, KRS 156.070, KRS 189.540, KRS 160.340, KRS 160.290, 702 KAR 5:030, 702 KAR 5:080  
Related Policy: 06.34 06.343, 09.226 and Student Code of Conduct Pgs. 55-57*

# REVIEW

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## DAY 5

*Instructor's Notes: This is your day to plan. You know your students better than anyone. This is the last time that you will have dedicated to instructing the students in regards to Bus Expectations, Bus Rules, Code of Conduct, Safety Procedures, etc.. Use the space below to plan your own review lesson for the day. Keep a positive focus.*

### **(Fill in the blanks)**

- EMERGENCY CARDS / RIDERS LIST
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