



## TRANSPORTATION SAFETY RULES AND REGULATIONS

### Dear Parents/Guardians:

Please take a moment to discuss these bus rules and procedures with your child(ren). Your child(ren) must understand the important part they play in ensuring safe and efficient school transportation at their school.

UAS provides student transportation as a convenience to the school community. Individual use is based on acceptable behavior and strict compliance with bus rules set by the administration and as outlined below. The school is under no obligation to transport any child who does not follow and obey all the bus rules and regulations. Once students are registered to ride a school bus, their transportation fees are non-refundable.

Your child(ren) should understand that riding the bus is not a right, but rather a privilege. Unruly and disrespectful behavior/conduct on the bus poses a serious risk to the safety and comfort of others and to the safe operation of the bus. Students must follow the safety regulations in order to continue riding to and from school.

**As parents/guardians, it is your responsibility to emphasize to your child(ren) the importance of complying with the following “rules of conduct.” Consequences for violations may include lunch or recess detention, Saturday detention, temporary or long-term suspension, and a parental meeting with the administration/owner. Depending on the severity or circumstances, serious or continuous violation of these rules may result in immediate suspension or expulsion from bus services, regardless of the number of violations.**

### Rules of Conduct

1. After entering the bus, students are to be seated immediately and are to be facing forward at all times; they are not to stand or move from place to place while the bus is in motion.
2. School and Lunch bags must be held in the students’ laps. Bus aisles must be kept clear at all times.
3. All buses will leave the school at **2:55** following the last dismissal bell. If a student misses the bus they are required to call their parents to arrange transportation home. **For safety purposes, once the bus doors are closed, drivers will not stop for students arriving late.**
4. No student shall enter or exit the bus until the bus has come to a complete stop.
5. Students are not to throw objects of any kind off or in the school bus. Students are to remain inside the bus at all times (no sticking their heads and other body parts out of the window).
6. Unacceptable conduct or loud, disruptive, or profane language is strictly not permitted.
7. If a bus student wishes to ride a different bus to visit a student friend, the student’s parent/guardian must call or send an email to the department secretaries stating the reason and destination before noon on regular days and before 9:00 am on half days. The department secretaries will be responsible to

notify their Principle, the Transportation Supervisor, and the Activities Office before the student is allowed to ride the bus.

8. Under no circumstances are parents/guardians or any other non-bus individuals are allowed to enter the bus. Please note that the bus is a student only zone. Parents please remember if you have any concerns you may not discuss it with the bus driver or any of the students on the bus. In the event of any problem that may arise please contact the transportation supervisor.
9. Students must respect others and the property of others. Loud noise is disruptive to the bus driver and can be potentially dangerous. This is unacceptable and the driver's instructions are to be obeyed at all times
10. Students are expected to keep the bus clean. **No food, drinks or gum are allowed on the bus.** Snacks are to be left for school snack time or until the students arrive home safely.
11. Assigned seating is required in order to ensure the safety of our students.
12. The following are items that are **not** allowed on the bus:
  - A. Glass objects - bottles, jars, and other containers
  - B. Open containers of food, drinks, or gum
  - C. Inflatable balloons or other rubber object
  - D. Live animals (including insects) regardless of size or type
  - E. Plants, dirt, or other growing/ organic objects
  - F. Oversized objects and instruments, or any item that cannot fit safely in the seat with the student
  - G. Weapons, sharp objects, and any items that could be used to harm self or others
  - H. Sports equipment which could endanger the safety of others, such as skateboards and baseball bats.
  - I. Any item which cannot be transported easily or which creates a safety concern is not allowed on any school bus.

*(NOTE: If any of the above items need to go to or from the school for a legitimate reason, please arrange for alternative transportation.)*

13. Use of mobile phones on the bus is prohibited.
14. Students will be responsible for payment of any damages they cause and such damage may result in discontinuation of their transportation services.
15. Bus fees are non-refundable for students who have been forbidden to ride the bus due to their misbehavior.
16. During High School exams, students must arrange their own transportation.
17. Once students are registered to ride a school bus, their transportation fees are non-refundable.

***Kindly Note: There are surveillance cameras inside all buses to monitor students.***



**BUS REGISTRATION FORM 2019 - 2020**

**Student Name (s):** ----- **Grade:**-----  
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**Father's Name:** ----- **Mother's Name:** -----

**Home Address:** -----  
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**Date of Registration:** -----

**Contact Numbers (in case of emergencies or clarifications)**

**Home Telephone:** ----- **Mother's Mobile:** -----

**Father's Mobile:** ----- **Father's Work Telephone:** -----

I would like my son and/or daughter to be transported for the following period:

(Please check one)

-----Full Year / -----First Semester / -----Second Semester / -----Other (duration)

-----Two Way / -----One Way, Afternoon (ONLY for Nr. & KG Students)

*Please draw a detailed map showing the exact location of your house. (Optional)*

**Contact Person (in case of an emergency and the school cannot reach the parents)**

**Name of Contact Person:** ----- **Relation:** -----

**Home no.:**----- **Work no.:** ----- **Mobile:** -----

**I HAVE READ AND FULLY UNDERSTAND THE RULES & REGULATIONS FOR USING THE SCHOOL TRANSPORT SERVICE. MY CHILD WILL ADHERE TO ALL RULES AND REGULATIONS. I UNDERSTAND THAT ANY VIOLATION OF THESE RULES WILL LEAD TO CONSEQUENCES.**

*(Copy of rules and regulations is given to the parent before signing the bus registration form)*

**PARENT NAME:** ----- **SIGNATURE:** -----

**For Official Use Only:**

**Student Account No.:** ----- **Receipt No:** ----- **Amount Received:**----- **Bus Number :**-----