

# Peigan Board of Education Transportation Parent/Student Handbook



## Contact:

Transportation Coordinator: Dan No Chief

Transportation Assistant: Tiffany Andy

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Office: 403-965-3910 Cell: 403-627-7970

## Transportation Hours

Monday - Thursday 6:30 AM – 5:00 PM Friday 6:30 - 2:00 PM

## Objective

It is important that parent/Guardians, students work together, support each other and show respect at all times. The rules for the students relate to all passengers. Parents/Guardians must review with their child/Children the rules of the bus so they will understand and know what is expected of them while riding the bus.

## Parents/Guardians

- **One pick up/drop off.** Once your child/ children are registered to a bus, they are to only ride that bus before and after school. Students will not be allowed to ride another bus to be dropped off or picked up. Arrangements must be made for parents/guardians to meet the bus at the registered household. Under no circumstances will a child/children be allowed on another bus.
- Ensure that your child/children are at the designated pick up point at the time the bus arrives. Please remember there is **NO WAIT TIME** and no front door service, only K4-K5 (only K5 with no other siblings) and special needs.
- Once the bus has stopped at the household and there is no sign of students & lights are off, the bus will leave and not come back.  
**AM-** Please have your child/children ready 5 minutes before/after the scheduled pick up time
- Ensure that your child/children are dressed appropriately for the weather conditions. During winter, all children must be dressed warm. If they are not, they will not be allowed on the bus. This includes: winter jacket, & winter boots, gloves, etc
- Ensure someone is home, especially grades K4-3. If no one is going to be home, it is your responsibility to make alternative arrangements.
- Ensure that you contact the Transportation Coordinator or Bus Driver if your child/children will not be on the bus or if they are being picked up from school. Also if your child missed the bus in the AM and is dropped off at school contact the Transportation office.
- If your child/children are absent for more than 2 consecutive days and there is no contact the bus will not return until we hear from you.
- Parents/Guardians or other family members cannot ask for your child/children to be picked up or dropped off at a different location (refer to one pick up/one drop off). You have to make your own arrangements.
- Do not at any time get on the bus to scold or willfully attack another student or bus driver. All concerns are to be referred or discussed with the Transportation Coordinator immediately.
- Please let the Transportation Department know if you are relocating or have changed your phone number.
- Parents/students are responsible for any electronic/personal items brought on the bus. PBOE/Drivers are not responsible for such items that are lost or damage

## **Student Conduct on the bus**

- Students must be at the pick-up point when the bus arrives. **There is no wait time!**
- Students who ride the bus are under the immediate authority of the school bus driver. There is no screaming, yelling, throwing food or items.
- Students are to be seated while on the bus, they are to remain seated until the bus comes to a full stop before rising to exit.
- Students will sit in the assigned seat they are given from the driver and not move to another seat
- Students will be held responsible for any damages & graffiti/writing done to the seats they are assigned. The Transportation Coordinator will get an estimate and contact the parent/guardians that they will have to pay for the damages & the student will be responsible for cleaning the seat.
- Bullying, teasing, name calling will not be tolerated on the bus at any time.
- No eating, chewing gum, or spit are allowed on the bus at anytime
- Students who are suspended from riding the bus will be done at the discretion of the Transportation Coordinator for all students attending school in Piikani, Pincher Creek, and Fort Macleod. For all students who are suspended, the parent/guardian will be notified. Immediately if students are still misbehaving, services will be taken away.
- When school is over, the students must immediately go to their bus. Once the bus has left the school **IT WILL NOT COME BACK!**

The Peigan Board of Education Transportation Department wants all Parents/Guardians to know that Bus Drivers:

- Are Professional Drivers once they begin their route
- All have had their S-Endorsement course and strive for safety at all times
- Ensure that all students are treated with respect and equality
- Buses are kept clean and in good mechanical order
- Aim to keep their schedule for pick up and drop off time, however at times they may not do this if there is a breakdown, bad weather or any other problems, the transportation Coordinator will try to inform everyone as soon as possible.

The Peigan Board of Education, transportation has the objective to provide a safe & healthy reliable service to the Piikani Nation. Please remember riding the bus is a privilege and students must take pride in the bus they ride!