



## LONG COUNTY SCHOOL SYSTEM GUIDELINES FOR WAITING AT THE BUS STOP, & LOADING, RIDING, AND UNLOADING THE SCHOOL BUS

1. Drivers, students, and parents are to implement safe procedures the same way every day.
2. Students are to arrive at the bus stop five(5) minutes prior to assigned pickup time. **Parents are responsible for the supervision of their child(ren) at the bus stop. The school's responsibility begins when the students board the bus.**
3. Students are not to horse-play at the bus stop.
4. Students do not cross the road to get to a bus stop before the bus arrives. Students must stay on the same side of the road that they live on.
5. Students cross the road only when the bus driver directs them to cross.
6. Students do not cross any road other than a two-lane or less road. Students must not be allowed to cross on the three-lane, four-lane, or more highway.
7. Students are to remain off the right-of-way of the road and/or behind the ditch or on the sidewalk until the bus is stopped, and the driver has opened the door.
8. Drivers should activate the amber light system about 300 feet prior to stopping.
9. Drivers should activate the red light system when stopped, which will activate the stop arm, crossing gate and red flashing light system.
10. Students needing to cross the road should cross only when directed by the driver and should look both ways to make sure it is safe to cross.
11. Students boarding the bus should do so in a single file, orderly fashion with no pushing.
12. Students should use handrail when boarding.
13. Students are to take their assigned seats prior to the bus driver canceling the stop arm and lights.
14. If a bus driver is at a stop where he or she must turn the bus around, the driver should load the students then turn around, or in the afternoon turn around and unload the students.
15. Students are to remain seated until the door is opened.
16. Parents should be at the bus stop supervising their child(ren) as they get off the bus in the afternoon.
17. Students should use the handrail as they exit the bus.
18. When unloading, students should go in front of the bus, not down beside it.
19. Drivers are to count the number of students departing and make sure the correct number has moved away from the bus and/or crossed the street before driving away.
20. As the students unload, the driver should keep in mind the **10 Foot Danger Zone**.
21. Students should not return to the street for any item that is dropped. They should get the driver's attention for assistance.
22. Students should not go to the mailbox after departing the bus. They should go directly home.
23. Students must be quiet at all **RAILROAD CROSSINGS**.
24. Students are to follow the instructions of the bus driver at all times.