



*MIAMISBURG CITY SCHOOLS
TRANSPORTATION DEPARTMENT*

*Jim Daniel, Transportation Supervisor
937-866-1283*

Hours of Operation: 6 a.m.-5 p.m. M-F

Dear Parents of Kindergarten Students:

Allow me to welcome you to the Miamisburg City Schools. For many of you, this will be your first experience with school bus transportation, so please allow me to answer some of the most frequently asked questions. Our goal is to provide safe reliable transportation for your children and you play an important part in attaining that goal.

1. Will the pick up and drop off times be consistent?

During the first week of school, our pick up and drop off times might vary by as much as 30 minutes until we fine tune the bus routes and learn which students are riding. Please be patient with us during this time. After the adjustment period, times should be consistent. Kindergarten routes have a tendency to change depending on which students ride. Parents receiving kindergarten students should be out at the stop **10 minutes before** the scheduled drop off time.

2. Will the school bus pick up my child in front of the house?

Many times midday pick-ups and drop-offs will be in front of the student's home, though common bus stops will be used if two or more students live in close proximity. However, if your residence is located in an area where stopping in front would be contrary to standard stop practices, we will designate a safe, nearby alternative stop. Drivers cannot alter bus stops. School buses will not drive down cul-de-sacs, into apartment complexes or any other streets where vehicle safety will be an issue.

3. If my child misses the bus, how is he/she supposed to get to school?

The parent is responsible for having the student ready and at their designated place of safety **five minutes before** the scheduled pick-up time. If the bus is on time and the student is not at the bus stop, the bus will not return to pick up a student later.

4. Will my child be picked up and dropped off on the residence side of the roadway?

Frequently, we are able to route our kindergarten buses so that the students are dropped off on their residence side, however, there are occasions when the students must cross the street. When students have to cross, it is very important that they always pay attention to the driver and follow the crossing procedures the driver has taught them. Your child will be instructed on the proper signals they will receive from the driver to know when it is clear and safe to proceed. The driver will also provide instructions as to their place of safety and the importance of staying in their place of safety until the bus clears the stop. We need your help to assure the children follow these procedures.

5. Does someone need to be present at the bus stop?

During the mid-day or afternoon drop off the parent/guardian/child care provider or older sibling must be at the bus stop before your kindergarten student will be allowed to exit the bus; if no one is present at the bus stop to meet your child, they will be returned to school. The school administrator will notify the parent/guardian that their child has been returned and is to be picked up at the school office. Please make sure the schools have alternative phone numbers in case you cannot be reached at home.

6. What if I need to change my pick up or drop off location?

If you move, you should notify the school immediately, a minimum of three working days is required in transportation so that the route sheets and student information can be changed and forwarded to the drivers. It is extremely important that this rule be followed. Keeping a uniform schedule will help to eliminate any confusion from the school or the transportation department about the correct bus stop on any given day. A permanent or regular bus change for any reason other than a move must be submitted on our "Application for Alternative Transportation" or "Shared Parenting Form" and is subject to approval by the Transportation Office. The three days notice applies here as well. Other occasional changes may be submitted to the school in writing. For your child's safety, no changes will be accepted from a telephone call. Both of these forms can be obtained at your child's school, the Transportation Office or on our website www.miamisburgcityschools.org (click on Transportation).

7. How will my child be identified?

All kindergarten students should wear a note with name, address, phone, and bus number to and from school for the first two weeks. If it is necessary to send a note to school, it is helpful to pin the note to your child's shirt for the teacher to find upon arrival. Your child should know their full name and phone number.

8. Are the kindergarten buses equipped with seatbelts?

According to the federal motor vehicle safety standards, school buses are not required to have seatbelts. However, school buses are designed with fully padded compartmentalized seating areas to offer protection to the passengers in much the same way as an egg carton does for an egg. A school bus is 180 times safer than any other form of ground transportation. Teaching your child to sit properly (facing forward with their back against the back of the seat) is the safest way to reduce the risk of injury in any motor vehicle. All drivers will enforce this rule.

9. How does plan B Kindergarten Transportation work?

Morning kindergarten students if there is a two-hour delay. Your student's normal bus will pick up two hours later than usual, at the normal bus stop. Your student's normal bus will drop off one hour later than usual, at the normal bus stop.

Afternoon kindergarten students when there is a two-hour delay that morning. Your student's normal bus will pick up one hour later than usual, at the normal bus stop. Your student's normal bus will drop off at the usual time, at the normal bus stop.