



- Enrollees may not throw or pass objects on, from, or into the bus.
- Enrollees may only carry on objects that can be held on their laps.
- Enrollees must leave or board the bus at locations assigned unless parental and administrative authorization for changes has been given.
- Enrollees may not put head or arms out of the bus windows, or sit in the aisle.
- After 3 consecutive missed days without calling off, the enrollee, parent, or caregiver is responsible for contacting the board office to resume transportation.



## **Transportation Rules** **Annual Safety Instruction**

- Enrollees must wait in a location clear of traffic and away from the bus stops.
- Behavior at the bus stops shall not threaten life, limb, or property of any individual.
- Enrollees must remain seated, keeping aisles and exits clear.
- Enrollees must observe proper conduct and obey the driver promptly and respectfully.
- Profane language is prohibited on the bus.
- Eating and drinking on the bus is prohibited except as required for medical reasons.
- Tobacco use on the bus is prohibited
- Possession or use of alcohol and drugs on the bus is prohibited

### **Remember:**

Certain types of clothing can be dangerous when exiting the bus. Especially dangerous are:

- ◆ Long, dangling jacket or sweatshirt drawstrings.
- ◆ Long backpack straps.
- ◆ Long scarves or other loose clothing.

### **Also Remember:**

- ◆ Stay away from the Danger Zone around the bus.
- ◆ Don't try to pick up something dropped near the bus - the bus driver might not see you.
- ◆ Remember that other motorists don't always stop for a stopped school bus - use extreme caution whenever getting on or off the bus.

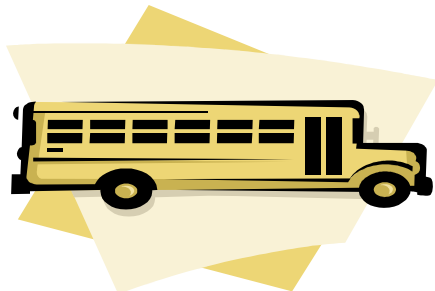
For transportation problems or clarification needs, the Transportation Supervisor may be contacted between 9:00 a.m. and 3:00 p.m.

Monday through Friday.

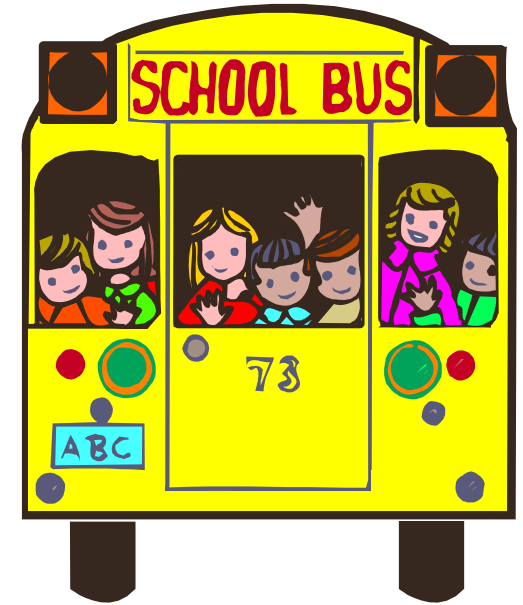
Complete copies of the Transportation Policies and Procedures are available in the County Board Administrative offices or by calling 740

-439-4451

- ◆ If transportation services are not needed for the day, please call the workshop office at 439-5017 to notify the bus.
- ◆ If an enrollee leaves the program early, they must be signed out in either the school or workshop office.
- ◆ The Enrollee/Parent/Guardian must submit a written request to provide his/her own transportation; prior to such an arrangement being made.
- ◆ Upon board notification, the enrollee may elect to walk, ride public transportation, or utilize other means to reach the program site.
- ◆ No unauthorized passengers shall be transported on a program vehicle.
- ◆ Animals, firearms, ammunition, explosives, or other dangerous materials or objects, which interfere with safe operation of the vehicle shall not be transported



- ◆ The nature and extent of Transportation Services provided to each individual served is determined through the Individual plan process. The determination is reviewed at least annually.
- ◆ The Board will provide transportation alternatives, which allow for the least restrictive and most appropriate means by which enrollees can access Board services.
- ◆ Assistance will be provided to individuals while being transported on Board vehicles when the individual's plan indicates a need for such assistance.
- ◆ Authorized passengers for transportation provided by the Guernsey County Board of MRDD includes individuals enrolled and those being considered for enrollment, volunteers, family members and caregivers as defined in the planning process.
- ◆ Transportation schedules are provided at least two times annually. Basically summer and winter routes. It is important to be ready at least 15 minutes before your scheduled pick up time.
- ◆ An enrollee shall not travel for more than 90 minutes one way or more than 180 minutes a day on a regularly scheduled round trip.



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