



**Jericho Schools**  
Parent/Student  
Safety Transportation Handbook



**SCHOOL BUS SAFETY  
REQUIRES A TEAM APPROACH**

*Bus Drivers/ Monitors*

*Parents/ Students*

*Administration/Transportation Staff*



### **School closings and other emergencies**

The public is notified whenever schools are closed because of weather conditions. Parents will be notified via e-mail and announcements will be broadcast intermittently on NEWS 12.

Please do not call the firehouse or the school district.

Information regarding school closing and delayed opening of schools can be found on our school district website: [www.jerichoschools.org](http://www.jerichoschools.org)

In the event Jericho Schools are closed due to inclement weather, transportation will be cancelled for all schools.

In the event of overnight snow fall or road icing, the District may open with a delay. Your child's schedule may be delayed for one hour, 90 minutes or two hours. Dismissal time would remain the same. Parents will receive e-mail notification if there is a delayed opening.

Transportation will be provided to all schools according to the delay needed for safe transportation.



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**School Buses  
are the safest form of transportation.**

**School Buses transport over  
2.3 million students to school  
everyday in New York State.**



# Bus Drivers

Before hitting the road, drivers must provide at least three credible references. School bus drivers receive State and Federal background checks.

They must obtain a CDL with a "P" endorsement and have no more than 9 points on their drivers license.

School bus drivers are required to pass State Education Department (SED) and Department of Motor Vehicle (DMV) yearly and bi-annual examinations. These exams are performed by a qualified 19-A examiner and School Bus Driver Instructors.

Drivers must pass a yearly physical examination administered by a Department of Transportation (DOT) qualified physician.

Drivers are also required to perform random drug and alcohol testing.

Required Exams include:

- Annual Defensive Driving Test

- Drivers Abstract Review.

- Biannual Behind-the-Wheel Road Test,

- Written test

- Physical Performance Test

Mandated driver training is provided to drivers upon hire. Drivers must attend a School Bus Drivers Pre-Service Course before they are assigned a route. Within the first year of hire, drivers are required to attend a 30-hour Basic Course. Each year drivers attend two 2-hour Refresher courses.





# School Buses

**School buses** are maintained and inspected on a regular basis. Preventative maintenance inspections are performed every three months or 3,000 miles, whichever comes first. DOT requires drivers to maintain daily inspection logs. Buses and log books are inspected by DOT certified examiners every six months.



**Pre-Trip inspections** are completed by the driver before every trip. Pre-trip inspections are performed inside and outside the bus. Any defects must be logged and reported.

**Post-Trip inspections** must be completed by the driver at the end of every trip. Any defects must be logged and reported.

DOT inspects bus garage facilities yearly.

DMV audits driver records; SED audits Monitor records.



Bus Stop assignments are assigned within a reasonable walking distance, not to exceed one-half mile. Stops are assigned using central locations provided by the Jericho Transportation Department. Jericho provides bus-  
ing to all students attending public schools and all students attending private and parochial schools within 1.5 miles of the school district. Board policy #5720

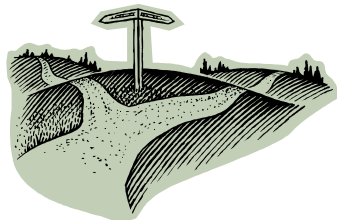
The School District is responsible for safe, reliable transportation to and from school. Parents are responsible for getting the students to and from the bus stop safely.

Bus drivers must follow assigned routes provided by the school district. Unauthorized stops may result in disciplinary action. Drivers must complete dry-runs before the start of school.

House stops are assigned under special circumstances only.

All Bus Stops have characteristics such as size, road surface, traffic, and speed which must be considered when determining a bus stop. Motorists need adequate visibility and stopping distance in both directions of a bus stop.

**All bus stops** have characteristics such as slope, road surface, traffic, and speed which must be considered when determining a bus stop. Motorists need adequate visibility and stopping distance in both directions of a bus stop





Students are expected to be waiting for the bus **5 minutes prior** to scheduled pick-up time.. Routes are not designed to allow drivers extra minutes to wait for students.

Students should stand at least 15 feet from the curb.

Students should never approach the school bus until it has come to a complete stop.

Remind students to keep all personal belongings inside backpacks. No loose or dangling objects that can get caught in the bus doors.

Remind students to be respectful of our neighbors, community and each other.

Students are expected to wait in a quiet, orderly fashion. They should be waiting on the passenger side of the bus before it arrives.

Students are not allowed to eat or drink on the school bus.

Students should refrain from playing ball at bus stops.



*Instruct your child to NEVER run after a missed bus.*

*The driver will not see your child and tragedies may result.*



On the bus, students must be respectful and courteous to the driver and other students.

School buses should be considered an extension of the school classroom in an informal atmosphere.

School buses are bully-free zones.

Students must remain seated at all times. Students are required to share seats.

Eating and drinking on school buses is prohibited.

Students must refrain from yelling and creating unnecessary disturbances, including throwing items inside or outside the bus.

Students must demonstrate respect for the transportation vehicles, seats and personal property of others.

Parents and Guardians are not permitted on the school bus at any time.

Drivers are required to submit student conduct reports whenever student behavior creates an unsafe environment.







**When exiting**, the students must remain seated until the bus comes to a complete stop.

Students should check for any personal items.

Students should exit the bus hands free and use the hand rails.

Students should look right, left and right again before stepping off the bus.

Students and parents should not distract the driver when loading or unloading.

Students should refrain from horseplay when exiting the bus.

Students should exit and walk 10 feet from the bus.

Students should cross 10 feet in front of the bus and wait for the driver's signal before crossing.

Students should never retrieve items close to or under the bus.

Students should never return to a moving bus.



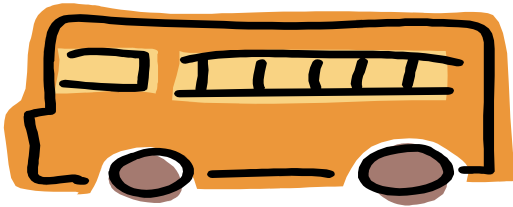
**When boarding in the afternoon,** students need to be safety conscious.

Students should refrain from yelling, running, pushing or shoving. Any type of horseplay should be avoided.

Students are required to go directly to their assigned bus.

Students should keep all personal objects inside backpacks.

Students should use hand rails when entering the bus.



Once students have boarded their bus, they must go directly to a seat and remain seated until they have reached their destination.

Students should not have arms or objects outside the windows.

Students should not yell out or bang on windows.

Students cannot eat or drink on the school bus at any time.



**Play Dates** are provided for students upon request. Please review the following criteria. To request a play date, you must submit a note including the following information:

- Name of school, room number, teacher's name
- Student's name, emergency contact number
- Name of student and location of play date
- Date of play date and bus route number

Play dates will be approved providing there is room on the bus.

Play date students must be accompanied by an adult when exiting the bus.

Students must understand and follow all safety riding rules.

Kindergarten play dates are not approved for school bus transportation.

Kindergarten students must be picked up by an adult at the school.





## Frequently asked Questions



“First on, First off” or automatically reversing PM routes is not District Policy. Due to traffic patterns, dead-ends and cul-de-sac’s, not all routes lend themselves to these guidelines.

Bus routes that service in-district schools are planned within a 30-45 minute time range. Out-of- district schools could experience longer ride times.

Assigned bus stops can be up to one-half mile walking distance.

School bus routes are updated and are subject to change yearly according to student enrollment and logistics.

Bus stops are provided at central locations to accommodate all students.

Personalized transportation cannot be provided upon request. Any changes must be approved by the Superintendent.

Bus drivers are not responsible for “Lost and Found” items. All efforts will be made to retrieve such items. Please contact your school directly.



## Frequently asked Questions

First Student provides Jericho with 90 % of its transportation. These buses are equipped with GPS and are equipped with equipment for video surveillance.

Jericho routes are created by the Jericho Transportation Department. Drivers are required to adhere to the assigned route sheets.

According to NYS, bus idling cannot exceed a five minute period.

Seat belts are required equipment on buses. However, school districts are not required to enforce their use. The National Transportation School Bus (NTSB) ruling is that seat belts are not required to be worn if the seat backs are 24" or higher. NYS school buses are equipped with 30" tall seat backs.

School bus safety drills are SED mandated and are performed three times a year. During these drills, students are reminded about school bus safety, emergency exits and other safety equipment.

If you have any questions, please feel free to contact our Transportation Department directly.



**JERICO UNION FREE SCHOOL DISTRICT  
JERICO, NEW YORK**

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