

FOREWORD

The purpose of this pamphlet is to inform you about the Monroe Township Board of Education's student transportation policies and to clarify the parents' and students' responsibilities in contributing to bus safety. Because of the vast size of Monroe, 43 square miles, 92% of the students are bused daily. Transporting our students is an integral part of the total school program and the attention to bus safety is pertinent.

BOARD POLICIES

A. Routes and Stops

The Monroe Township Board of Education shall establish routes and stops for transportation of students to and from school. Routes will be arranged to travel roads that serve the largest number of students, within a reasonable time limit, and at a minimum cost. Vehicles shall not be required to leave the main routes to pick up students residing within the mileage limits of walking distance as set up by the Board of Education. Buses may enter subdivisions, to reduce traffic congestion, when the number of elementary students needing transportation exceeds 10. Stops shall be established as pickup points, and students shall be assigned to the stops that are nearest their residence. Bus stops shall be located at an approximate minimum distance of one-half mile apart except under extremely hazardous conditions as determined by the transportation coordinator. Turn-arounds of vehicles on routes are to be minimized and eliminated where possible.

B. Transportation Cut-Off

Transportation for students shall be predicated on grade level and the distance a child resides from the school attended. The established walking distances are: kindergarten through eighth grade, two miles; ninth through twelfth grade, two and one-half miles. The Board of Education will provide transportation for those students who live closer than the distances listed above only if the route traversed by the walking student has been determined to be hazardous by the Board of Education.

C. Hazardous Routes

Hazardous walking routes will be considered by the Monroe Township Board of Education upon recommendation submitted by the transportation coordinator, the traffic safety officer of the Monroe Police Department, and the transportation committee of the Board of Education based upon "hazardous eligibility criteria." The formula developed to establish "hazardous walking routes" includes the following:

1. No sidewalks
2. Speed limit (defined as legal posted speed limit)
3. Traffic volume (number of vehicles traveling in either direction per hour)
4. Roadway width

D. Procedure for Contesting Hazardous Designation

Parental request for consideration of hazardous routes is to be submitted in writing to the transportation coordinator.

SCHOOL BUS SAFETY

A. Student Responsibilities

1. Students will remain well back from the roadway while awaiting the arrival of the bus and will refrain from improper behavior at the bus stop.
2. Students will enter the bus in an orderly manner and remain seated at all times.
3. Students will sit in their assigned seats.
4. All students shall comply with the directives of the bus driver.
5. Eating, drinking, littering or throwing of objects on the bus or discharge of any object from the bus window is prohibited.
6. Students will ride only on their assigned bus unless they have received prior written approval of the principal.
7. Students will only get off the bus at their assigned stops unless they receive prior written approval from the principal.
8. Smoking is not permitted on school buses at any time.
9. Students found to be defacing or damaging school property, including buses, will be held responsible for the damage and subject to disciplinary measures.
10. No animals of any kind or condition (dead or alive) are permitted on school buses.
11. Students shall refrain from any action which could endanger others.

B. Driver Responsibilities

1. In transporting pupils to and from school, the bus driver must be in complete charge of the bus and students at all times.
2. Bus drivers may take any reasonable action to insure the safety and welfare of students and any action other than routine must be reported to the school principal by the driver.
3. Drivers should inform the principal promptly in writing on the standard school bus discipline form of any problems requiring the principal's attention.
4. The principal of each school is responsible for discipline and has the ultimate authority over all the students while in school or on the school bus.
5. While drivers may and should take any immediate action to assure the safety of all children, the final disposition of all discipline problems will rest with each school principal.
6. The driver will be informed in writing, via the appropriate form, of action the principal takes in a disciplinary matter.
7. Drivers will also be informed of the names of any students suspended from school and who is regularly transported to school, regardless of bus assignment.

C. Parent Responsibilities

1. Parents should review the list of student responsibilities and stress the importance of observing these regulations to their children.

2. Parents are responsible for the safety of their children from home to the bus stop and while waiting at the bus stop.
3. Parents should assist the bus driver in maintaining the schedule by having their children ready on time.
4. Do not ask the bus driver to stop at places other than the regular bus stop.
5. Cooperate with the transportation department in limiting the number of bus stops especially in densely populated areas.
6. Obey traffic laws and rules pertaining to school buses.
7. Assume responsibility for your child to cooperate with the school district's personnel.
8. Consider the bus driver as a member of the school system and entitled to the same courtesy as other personnel.

D. Discipline

Disciplinary action administered by the principal may include the suspension of bus privileges as well as the suspension of the student(s) from school should the infraction be serious. If the student is suspended from the bus, it shall be the responsibility of the parent to provide transportation for the student to and from school during such bus suspension. While reported student violations will be judged on their individual merits by the school administrator, the following guidelines will generally be followed:

First Offense: In-school discipline (reprimand, detention, demerits, depending upon school procedures).

Second Offense: Suspension of bus privileges for 1-3 school days (depending upon circumstances).

Third Offense: Suspension of bus privileges for 3-5 school days (depending upon circumstances) and parent conference.

Fourth Offense: Suspension of bus privileges for 10 school days and parent conference.

Fifth Offense: Suspension of bus privileges for the remainder of the school year.

Parents will be informed by the local school administrator of any disciplinary report submitted concerning their child's behavior.

The Transportation Department will answer any questions pertaining to routes, stops and times of buses. The Transportation Department can be reached at (732) 521-2114.

In summary, many individuals are involved in Monroe's school transportation. If everyone cooperates, we will be able to provide a safe transportation system for our precious cargo.

**2016-2017
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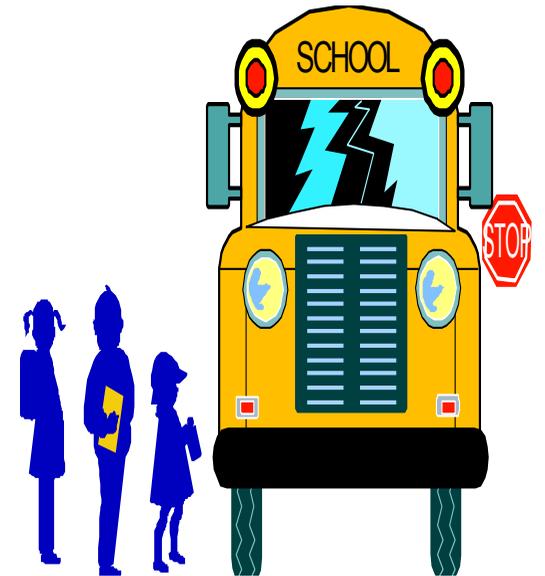
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BUS SAFETY



IN MONROE TOWNSHIP