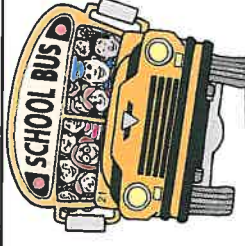


UCAN Head Start Bus Safety Training



Our Goal



Is to provide a safe and enjoyable ride for your child, and with your assistance in enforcing the following Bus safety guidelines we can provide that safe and enjoyable atmosphere.

Bus Safety Guidelines

- Self Transport Classes
- Ready And Waiting
- Walking to the Bus Stop
- Know the Danger Zones
- Getting On and Off the Safe Way
- Safe School Bus Riding
- Here Comes the Head Start Bus

Self Transport Classes

- Some classrooms/areas are identified as a self transport classroom. This means parents will transport their child to school or bus pick-up point. The benefits of parents transporting their child to school is to have regular contact with the teaching teams and other parents.
- Parents of self transport classes should arrive no sooner than 10 minutes prior to class start time to leave their child. Pick up is at class ending time.
- Self transport classes will ride the bus several times throughout the year for field trips.
- Each self transport class will receive monthly training on bus evacuation procedures.
- Self transport classes will need to follow the same bus safety guidelines as those classrooms transported by bus.

Ready and Waiting



- Have your child at the bus stop 10 minutes before the time given to you by the bus driver/ Teacher.
- Be waiting at your child's bus stop at least 10 minutes before the drop off time.
- Back-packs and toys are not allowed on the bus.



Walking to the bus stop

- It is our policy to have a parent, legal guardian, or a person 14 years of age and older, who is on the emergency form, walk their child to and from the bus.
- Walk in groups there is safety in numbers; groups are easier for drivers to see.
- Practice good pedestrian behavior. Your children should walk on the sidewalk; if there is no sidewalk, they should stay out of the street. If they must walk in the street, they should walk single file, face traffic and stay as close to the edge of the road as they can.
- Teach your child to stop and look left, right and then left again if they must cross the street. They should do the same thing at driveways and alleys. Exaggerate your head turns and narrate your actions so your child knows you are looking left, right and left.



Know the Danger Zones

- Every child must know the DANGER ZONES around the school bus.




- Children and Parents should never enter the **DANGER ZONE** unless the driver has given them permission and sees you.
- If a child must cross the street, know all the rules to cross safely.
- The 10 Giant Step rule is a good measurement for children and parents to identify the **DANGER ZONE** around the school bus, particularly when crossing in front of the bus.
- When near a bus, the children must have the attention of the school bus driver.
- Children should never play around or near school bus vehicles.
- When leaving the bus, children must walk directly home.

Getting On and Off the Safe Way

- Always be on time.
- Never run to or from the bus.
- Wait for the bus at a safe place away from the road.
- Wait for the bus to stop before approaching to get on.
- Remember if you can touch the bus, **YOU ARE TOO CLOSE !**
- Your driver will tell you when to get on.
- Walk up the steps, one at a time, using the hand rail.
- Never push or shove.
- **IF YOU DROP ANYTHING IN THE DANGER ZONE LEAVE IT. Tell the bus driver NEVER, NEVER STOP TO PICK IT UP!**
- Sit facing the driver, feet in front of you.
- Keep the aisle clear at all times.
- **ALWAYS LISTEN TO AND OBEY YOUR SCHOOL BUS DRIVER**

Safe School Bus Riding

- Take your seat promptly and sit properly, facing forward at all times.
- Do not stick your feet into the aisle: someone might trip
- Keep your head and arms-everything-inside the bus. Don't throw anything out the windows or around in the bus.
-  Talk quietly. The driver must concentrate to drive the bus safely.
- Save snacks for snack time at school or until you get home. They may spill or you may choke if the bus goes over a big bump.
- No fighting, shouting or playing in or around the bus.
- Always follow the bus driver's instructions.



Here Comes the Head Start Bus

Important information for Parents and Children

PROCEDURE FOR PARENTS

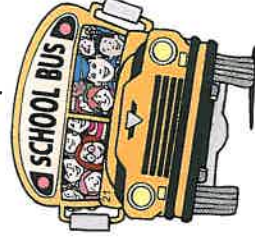
- Parents or legal guardians, or an individual identified in writing by the parent, will be required to escort the child to and from the bus.
- Adults will be required to show picture I D, minors who are 14 years old will need to be identified by the parent.
- Please be ready and waiting with or for your child 10 minutes prior to the pick-up and drop-off times given you by your bus driver
- If at drop off there is no one at home, the child will be returned to the classroom and it will be the parent's responsibility to pick up the child. There are time limits for bus routes and classroom attendance.

Here Comes the Head Start Bus (Continued)

- If someone other than the parent meets the bus to receive the child, that person must be at least 14 years old or older and listed on the Emergency Form as someone who is authorized to receive your child. If the Bus Driver does not have them listed your child will not be left with this person. The child will be returned to their classroom for pick up by the parent.
- All requests for changes in pick ups and drop offs need to be either called in or provided in writing 24 hours in advance of the change to the classroom staff.
- Backpacks, Umbrellas, Toys, and costume jewelry can cause unsafe conditions on the bus and in the classroom. Therefore, these items are not allowed on the bus, playground or in the classroom.
- If your child is ill or will not be attending school, be sure to call your classroom and the teaching staff at _____

Remember Our Goal

- Is to provide a safe and enjoyable ride for America's precious cargo, your children.



Thank you,
UCAN Transportation

In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discrimination on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW Washington, D.C 20250-9410 or call, toll free (866) 632-9992 (Voice). TDD users can contact USDA through local relay or the Federal relay at (800)877-8339 (TDD) or (866)377-8642 (relay voice users). USDA is an equal opportunity provider and employer

Receipt of Bus/Pedestrian Safety Training

- I have received a handout and training on UCAN Head Start's Bus/Pedestrian safety. The handout contains information about the following subjects: Self Transport Classes, Ready And Waiting, Walking to the Bus Stop, Know the Danger Zones, Getting On and Off the Safe Way, Safe School Bus Riding and Here Comes the Head Start Bus

Child's Name (please print) _____

Parent Signature _____

Date _____

Staff Name _____

Please returned the signed copy to the Transportation Services Manager (TSM). The TSM will retain the original for 3 years.