



## **BUS PASSES**

All Students must submit a bus pass application in order to ride the school bus. The fees are \$100.00 per student with a \$200.00 family cap. A one-way pass is \$70.00. Students who receive reduced lunch must pay a fee of \$50.00 with a \$100.00 family cap. Students who are eligible for free lunch will receive a free bus pass. All students in grades K-6 who live 2 miles or more from their **CATCHMENT AREA** school may ride the bus for free. All students who are eligible to ride the school bus and wish to do so must fill out the application, **whether a fee is required or not**. The application is available on the schools' website, ([www.gloucesterschools.com](http://www.gloucesterschools.com)), or at the transportation office located at O'Maley School.

**School choice students are not eligible to ride the school bus.**

Bus passes will be distributed to all middle school students with an accepted application and appropriate fee paid after school pictures have been taken and the pass has been processed. Each Middle School student is required to carry and display the bus pass, otherwise, the student may be excluded from riding the bus. Lost passes must be replaced for a \$5.00 fee. Elementary school students will not receive a pass.

## **SAFETY**

Safety is the collective responsibility of both the family and the school. The school's responsibility is to ensure safe pickup, transportation, and dropoff of students. We need the cooperation of parents from home to bus stop until your student gets on or off the bus. Where necessary, parents and guardians need to escort their student(s) to and from the bus stop, particularly where there are no sidewalks, where sidewalks are only on one side, where the bus stop is on the opposite side of the street, and where there are traffic or other safety concerns. Kindergarten students must have an adult present at the bus stop in the morning and in the afternoon. In addition, parents/guardians are responsible for monitoring their child's behavior at the bus stop.

## **BUS CONDUCT**

The school bus is an extension of the classroom. School Committee policy requires that the student conducts himself/herself in a manner consistent with established standards for classroom behavior. Bus drivers have the authority and the responsibility to maintain good order while operating the bus. Additionally, bus drivers are instructed to inform the building principal regarding any student misconduct. The building principal will inform the parents/guardians of the misconduct and request their cooperation in monitoring the student's behavior. Any student who becomes a disciplinary problem on the school bus may have riding privileges suspended on a temporary or a permanent basis. In such cases, the parents/guardians of the student will become responsible for transportation of the student to and from school. There will be no fee refunds for denial of school transportation services due to disciplinary actions.

Bus stops are at centralized locations. **Bus Routes and bus numbers are subject to change**. Students should be at their bus stops at least 5 minutes prior to bus arrival time. Our responsibility is to transport your student from home to school and school to home **on their assigned bus**. If a student is going to a different destination after school, other than home, **it is the parent's responsibility to provide transportation**. Exceptions may be approved in an emergency. Changes must be in writing and confirmed with the Transportation Director. Changes will not be allowed if it causes a bus to be overloaded.