

SCHOOL DISTRICT OF WAUPACA

SERIES 700 SUPPORT SERVICES

CODE: 751.2

General Procedures intended for Transporting Early Childhood and W4K students

General Transportation for EC/W4K Students

District Policy states, students living outside the city limits and within the boundaries of the School District of Waupaca, shall be transported to and from school. All students residing within the identified hazardous transportation areas will be offered transportation to and from their assigned school.

Bus transportation for EC/W4K, will include all district children for the A.M. & Mid-day pickups and P.M. drop off.

We will require an adult who you deem responsible to have visual contact of your EC/W4K child when picked up or dropped off by the bus. We will ask you to identify that person when you enroll your child. EC/W4K children will also be required to ride in the front of the school bus. The bus will not drop off your child unless the adult you choose is within close visual distance.

Safety Procedures upon Leaving the Bus

1. Students should not get up to leave the bus until the bus has completely stopped.
2. Once at the school site, teachers or assistants will meet the 4K bus, check students off the bus and escort the children to their classroom.
3. The driver is not to discharge or pick up students at places other than their regular stop at home or at school unless he/she has proper authorization from either parents or the classroom teacher.

EC/W4K "No One Home" Transportation Policy

1. It is very important that a parent or designated adult be at the bus stop and close enough to the bus to make visual contact with the driver when the student(s) are dropped off.
2. If a driver allows a student to depart the bus, whether alone or in a group, and the parent or designated adult is not present, the student will re-board the bus and be returned to his/her school or the Transportation Department Offices located at 905 10th Street, Waupaca. Personnel from the Transportation Department will first attempt to reach the parent or emergency contact. When the student is returned to their school of attendance or the Transportation Offices, staff will also attempt to contact the parent/guardian using the information that has been provided by the parent/guardian. If the parent/guardian cannot be reached within a reasonable amount of time, the matter could be referred to the Waupaca County Law Enforcement Department or the City of Waupaca Police Department.
3. After three occurrences in the same school year, the situation will be reported to the Waupaca Department of Health and Human Services.

ADOPTED: 101414

REVISED:

REVIEWED:

LEGAL REFERENCE:

CONTRACT REFERENCE:

CROSS REFERENCE:

The School District of Waupaca does not discriminate on the basis of sex, race, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability.