



WLA BUS RULES FOR ALL CADETS



Rules Governing Cadet transportation OAR 581-053-0010

1. **At the beginning of the year, the Director of Transportation will designate the pick-up locations for cadets.**

Bus stops may be adjusted during the school year. Willamette Leadership Academy (WLA) tries to establish routes so “that an authorized vehicle stop is available within a reasonable walking distance of the home of every resident cadet entitled to transportation services” but this is not always possible. Even though we may pass your house during the route, we cannot stop at your house. **Notification will be given for changes in schedules and stops.**

2. **After 3 No-Show days at a stop, the bus may no longer stop at that location or travel to that road.**

In the interest of fuel consumption and conservation, transportation should always look for ways to optimize bus routes. Parents should communicate with the school secretary if their child will not be riding for a few days. If a child has not been on the bus for several days, and desires to resume riding, parents need to call the School Secretary to reactivate that stop. Requests for changes in a stop need to be made to the School Secretary and approved by the Transportation Supervisor.

3. **All cadets must be at their designated stop five (5) minutes prior to the scheduled arrival time.**

WLA has cadets ride designated buses. It is important for cadets to be at their stops before the bus arrives, so that they will not cause the other cadets to be late for school. Also, when a school bus is stopped for any length of time, the wait causes an unsafe traffic buildup in front of and behind the bus. Cadets should be waiting in an orderly manner at least ten (10) feet away from the road prior to the arrival of the bus. Cadets needing to cross a street will be given a thumbs up signal from the bus driver when it is safe to cross. Cadets need to be careful – cars do not always stop for the flashing red lights. Cadet will be in uniform, civilian clothes are not permitted; a two-day pass may be provided to newly enrolled cadets by the office and presented to the bus driver(s). The two-day pass can be renewed every two days up to 30 days.

4. **All cadets must ride their assigned bus to and from school.**

CADETS CANNOT RIDE ANOTHER BUS WITH FRIENDS Riding another bus is only permitted in emergency situations or with a parental note provided at least 24 hours in advance to the Sergeant Major and verified by the School Secretary, so the bus drivers affected can be notified of the change. Most buses are loaded to capacity with cadets assigned a specific seat, additional cadets can cause an overloaded condition on the bus. Transportation is only for service from the home to school and home. Notes must be

provided from each cadet's parents for changes and forms can be obtained in the office or on-line. The Sergeant Major will check with Transportation to ensure there is enough room on that bus that day before determining whether the request will be granted. The drivers and parents will then be notified. **Bus hopping is NOT allowed.**

5. **Cadets may only board and disembark the school bus at their designated stop.**
Walking to another bus stop within route is dangerous and not allowed. Once cadets are on board, they may not disembark at any location other than their designated stop or at the school. These rules are for safety and accountability. In certain situations where arrangements have been made in writing by the parent(s) and the Sergeant Major approves, a cadet may disembark at a different stop if the stop is within the same bus route.
6. **Once a school bus is in motion, cadets will not be allowed to board the bus.**
This is State Law and a safety measure designed to discourage cadets from running after and/or between buses loading in a congested area, also, when one bus stops in a line of moving buses, the chances for a chain reaction accident increase considerably. Cadets who miss their bus at school should immediately report to the office. It is also State Law that one cannot impede a bus, so parents cannot drive in front of, or beside a bus, especially to stop a bus.
7. **Assigned Seats.**
Drivers may assign seats on the bus for all cadets or just to a single cadet based on safety and/or behavior. This is to ensure the safety of all. Once cadets have been placed in an assigned seat, they are expected to sit in the assigned seat unless the bus driver changes the seat assigned.
8. **After boarding the bus cadets shall be seated immediately and remain properly seated for the duration of the bus ride as required by State law.**
Properly seated means that during the bus ride, cadets shall sit with their posterior on the seat and shall not change seats, stand up, or on their seat, or sit facing towards the rear of the bus. Unless seated three to a seat, cadets shall not have any body part in the aisle of the bus or out a window. No body parts are allowed out a bus window according to the State Law.
9. **Cadets are expected to behave accordingly on the bus and know the rules for riding the bus.**
All Battalion rules and appropriate behavior are required on the school buses and at bus stops. The drivers have the same authority in the bus as teachers have in the classroom. Loud and boisterous noise and improper conduct can cause a distraction to the driver which can lead to serious safety hazards on the bus. The cadet's conduct on the bus should be no different than what is expected in the classroom. If it is not allowed in the classroom, it is not allowed on the bus. Loud and destructive behavior on the bus will not be tolerated, and cadets will be held responsible for damages.
10. **Food and Drink.**
Eating and/or drinking on the bus is not allowed. All food and/or drink must be disposed of before boarding the bus.
11. **The aisle of a school bus must be kept free of objects that could obstruct an emergency evacuation of the bus.**
Any large object that cannot be held on a cadet's lap or placed safely on the floor in the space under the seat immediately in front of the cadet is not permitted on the school bus. Examples of such large objects include but are not necessarily limited to certain musical

instruments, science fair and other types of projects, athletic and P.E. equipment, bags, flag poles, flowers, balloons and other such items that could pose a safety problem.

12. **To ensure safety from objects rolling IN or UNDER a bus, objects must be secured in a bag or sack.**

Cadets will not be permitted to bring games, toys, balls, etc., on a bus unless they are secured in a school bag, backpack, or sack. At no time should cadets ever attempt to reach under a bus to retrieve an object.

13. **Cadets are prohibited from bringing any potentially hazardous items, chemicals, animals (unless a service dog), or breakable items on board the bus.**

No animals or insects will be transported. Any object that could become a missile in an accident will not be transported. No flammable or hazardous chemicals will be transported. No glass or sharp objects are permitted. **No Weapons of any kind are allowed on the bus.**

14. **Any traffic in or near bus loading areas is hazardous.**

All schools have designated areas for parents to drop off and/or pick up cadets along with designated traffic patterns. Parent and student drivers are asked to be careful when driving in these areas and should not drive around or pass buses that are loading and unloading children. School buses have the right of way on school property and all other vehicles should yield to school buses on school property. Parents who transport children to school in the mornings are encouraged to drop them off 5 minutes before the time the buses arrive. Parents should also wait until buses have departed in the afternoon before leaving with their child at the end of the day.

15. **Cell Phones and the use of electronic devices.**

Cadets are on a motivational program for cell phone use. If cadets behave on the bus, then the driver may allow use of the cell phones. If the cadets are not behaving cell phone use is NOT allowed. Inappropriate use will be report to the Sergeant Major and disciplinary action will be taken. **Taking pictures or video recording on the bus is strictly prohibited.**

16. **Think safety, teach safety, and act safely.**

If possible, cadets should carry a school bag, backpack, or sack, which will allow them to organize their belongings. There are many accidents every year involving children who are pursuing dropped books or papers under school buses and to children who run into traffic chasing papers and balls. High School students driving to school must be vigilant in bus loading zones and in school parking lots.

17. **Buses will not travel cul-de-sacs shorter than .2 miles (one-way) or in areas where turning around is dangerous. Stops are State approved.**

18. **All WLA buses use video recording devices with audio recording capability.**

WLA has installed safety and security cameras on all school buses. Electronic video and audio recordings will be viewed to investigate incidents reported by a bus driver, administrator, supervisor, student, parent, or other person. They may also be viewed randomly and used for driver training. Viewing and/or listening to electronic and/or audio recordings is limited to individuals having legitimate educational or administrative reason to view. In most instances, individuals with legitimate or administrative purpose will be the WLA administrator, including the Sergeant Major and Battalion Commander, Transportation Director, Bus Driver, and Officer, or other supervisor. An electronic video or audio recording may be reused or erased after 10 days (2 days if the bus is equipped with a VCR recording device) unless it is needed for an educational or administrative purpose. It is our hope that the installation of these cameras will help to improve our cadets' safety and security while riding student transportation.

19. **It is the parents' responsibility to ensure the safety of the cadet from home to the bus stop & from the bus stop to home.**

WLA will ensure the safety of every cadet on the bus. With parental cooperation, we can ensure the safety of our cadets from home to school and school to home. It is advisable to be with your cadet at the bus stop each morning and meet your child at the stop every afternoon.

20. **By riding the bus, it is implied that all students and parents understand these rules and will abide by them.**

Stating that they did not know the rules does not excuse a student from misbehavior or infractions of the rules.

Please remember that the main job of the driver is to drive the bus safely. Even with rules and seating assignments set in place, things can happen on the bus that the driver will not see. Should an issue arise that you are concerned about, please talk with your driver right away. He or She will be more than happy to assist. A driver needs to watch the road and you have to help the driver avoid accidents by behaving appropriately and cooperating with all on the bus.