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Parent Attendance at School Bus Stop

R8603 PARENT ATTENDANCE AT SCHOOL BUS STOP

In order for the school administration to effectively implement the requirements of Policy 8603 and to ensure the safety and security of younger-aged students at school district bus stops, the Board of Education adopts the following procedures for all Pre-Kindergarten through grade three students who are transported to and from a school in the district.

A. Parent Responsibilities

1. A parent or a designated responsible person shall be required to be present at the student's bus stop to supervise and assume control over the student upon their embarking and disembarking the school bus.
2. A parent may designate a responsible person to be at the school bus stop when the student is picked-up or dropped-off by a school bus. The parent shall provide, in writing, the name(s) of any person(s) the parent designates to be available at the school bus stop when the student is picked-up or dropped off by a school bus. The designated person must be at least eighteen years old and may be required to provide photograph identification to the school bus driver upon request.

B. Bus Driver Responsibilities

1. In the event the parent or the designee is not at the school bus stop when the student is picked-up for school, the school bus driver will permit the student to enter the school bus and will transport the student to school. The school bus driver will notify the student's Principal of the situation either through contacting the school office or by contacting the Transportation Department, who will contact the Principal.
2. The bus driver is responsible to ensure a parent or the designated responsible person is at the bus stop prior to dropping-off the student at the school bus stop.



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3. In the event the parent or the designee is not at the school bus stop when the student is dropped-off after school, the school bus driver will not permit the student to disembark the school bus. The school bus driver will immediately notify the student's school or the Transportation Department, who will contact the parent to inform the parent of the situation and to arrange for the pick-up of their child.
4. The school bus driver will maintain the student on the school bus and will transport the student in accordance with the requirements of the Principal and/or the Transportation Department so the student can get picked-up by the parent or designee.

C. Consequences of a Parent or Designee Not Being at the Bus Stop

1. First Offense in a School Year
 - a. Student will be returned to a school location in the school district;
 - b. Parent will be contacted;
 - c. Student must be picked up at a school location in the district; and
 - d. Parent will receive a warning letter from the Principal or designee.
2. Second Offense in a School Year
 - a. Student will be returned to a school location in the school district;
 - b. Parent will be contacted;
 - c. Student must be picked up at a school location in the district;
 - d. Parent will receive second warning letter from the Principal or designee; and
 - e. The parent will be required to attend a conference with the Principal.



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3. Third Offense in a School Year
 - a. Student will be returned to a school location in the school district;
 - b. The Principal will suspend busing privileges for the student for five school days; and
 - c. The Principal may contact the New Jersey Department of Children and Families.

If after the third offense in a school year, the Principal shall evaluate the situation and may permanently discontinue busing privileges for the remainder of the current school year. Parent/student offenses shall not roll over into the next school year.

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