



Transportation Guidelines General Education

VEEP / MAGNET SCHOOL BUS SERVICE

Dedicated Magnet School: A student enrolled in a dedicated Magnet school must reside more than five miles from that school to be eligible for school bus service.

Resident Magnet School: A student enrolled in a resident Magnet school must reside outside the high school attendance boundary and reside more than five miles from that school to be eligible for school bus service.

Minimum Ridership: Both the VEEP and Magnet programs each require a minimum ridership of 25 eligible riders within a high school boundary to establish transportation service to a VEEP or Magnet school.

Bus Stops: VEEP and Magnet bus stops are centralized at one location for all grade levels within your high school boundary. VEEP bus stop locations usually do not change for the duration of the school year. The bus will not depart from a bus stop before the departure time and, the bus will not wait past departure time for tardy students. Additionally, a student will not be released from the bus prior to their scheduled drop-off time.

Route Identification: Routes are identified by school name and route letter. Each bus displays route information on the bus window.

Z Pass: All students must scan their Z Pass card each time they enter and exit the school bus. If a student does not have a Z Pass card or temporary ID slip for more than three (3) days a bus referral will be written.

Seating: Students may be assigned specific seats on the bus by the school bus driver or other school district officials.

Travel Time: The District does attempt to schedule routes to run no longer than 70 minutes. Travel time may change when modifications are made to a route.

Delayed Buses: Traffic or inclement weather can delay buses. If a bus is delayed more than 10 minutes the school bus driver will notify the Transportation Department via two-way radio. Transportation will attempt to notify families when a bus is delayed more than 30 minutes. You may check the status of a late bus on the Transportation homepage and click on Late Buses Today or navigate directly to <http://transportation2.sandi.net/latebus.htm>. You may also telephone Transportation at (858) 496-8460.

When Transportation is at-fault for a delayed bus causing a student to be tardy to school, the tardy will be excused. The school determines if a tardy will be excused when the late arrival is caused by student discipline problems or student(s) arriving late to a bus stop.

Collision: If a bus is involved in a non-injury collision, the parents or guardians of the students on board will be notified by the school district.

Animals: Per Civil Code 54.2; guide, signal, and service dogs are the only animals allowed to be transported aboard a school bus.

Personal Items: Students are not permitted to bring items on the bus that the school bus driver or school bus monitor determine to be dangerous. Students may not use plastic bags to carry personal belongings; lunches must be packed in appropriate containers. Glass of any kind, skateboards, and razor scooters are not allowed on the bus.

Cell Phones: Inappropriate use of cell phones may be stopped by the bus driver. Use of external speakers is not allowed. Students may not take photos or video of the driver or other passengers aboard the bus.

Lost Items: The Transportation Department is not responsible for personal belongings left on the bus, however, recovered items may be claimed by contacting Transportation at (858) 496-8761. It will be necessary for an adult to present identification and sign for items to include cell phones, electronic devices, and musical instruments. Unclaimed items will be donated to local non-profit organizations after 20 days.

SAFETY

School Bus Driver Qualifications: Federal law mandates school bus drivers complete classroom, behind-the-wheel instruction, and successfully pass a background investigation before receiving their school bus driver certification. Federal law also requires school bus drivers to complete first-aid training and attend ongoing training sessions to maintain their certification.

School Bus Safety: School bus transportation is rated by the National Safety Council as the safest form of passenger transportation. School buses are inspected daily by the bus driver and at scheduled intervals by District mechanics, as well as the California Highway Patrol to ensure each school bus meets all safety standards.

Safety Around the School Bus: Loading and unloading is the most dangerous time for students. Students must follow the school bus driver's instructions at all times when inside and outside of a school bus. Students must respect the "Danger Zone" and stay 12 feet from the bus at all times until instructed by the driver to load or unload. It is critical all children be kept away from moving buses. [Click here for the Danger Zone graphic.](#)

Street Crossings: Parents/guardians picking-up and/or dropping-off students at the bus stop should park safely away from the stop but on the same side of the street as the bus stop to avoid the possibility of a student being hit by traffic while attempting to cross the street. Parents/guardians must instruct children to not cross the street diagonally and to never cross behind a school bus at any time. Students that cross the street to get on the bus or cross after getting off the bus MUST:

- use a crosswalk controlled by a traffic signal, or
- cross in front of the bus under the protection of the school bus red signal lights.

Students in 8th grade or lower are escorted by the school bus driver when there is no traffic signal (*California DMV Vehicle Code 22112*). "Must Be Met" service is not an option with VEEP or Magnet transportation.

STUDENT RESPONSIBILITIES

Students receiving school bus service are expected to:

- Arrive at the bus stop 10 minutes prior to their assigned pick-up time.
- Wait for the bus outside, but at least 12 feet from the curb, on the same side of the street as the assigned bus stop.
- Wait 10 minutes past the assigned pick-up time before inquiring about a late bus or leaving the stop.
- Follow directions given by the school bus driver or school bus monitor at all times.
- Enter/exit the bus in an orderly manner in single file.
- Scan your Z Pass card when boarding and exiting the bus.
- Remain seated at all times.
- Request permission from the driver before opening windows.
- Keep head and extremities inside the bus.
- Respect the rights of others inside and outside the bus.

Students may not:

- Play musical instruments inside the bus.
- Use cell phones or other electronic devices without driver permission.
- Eat, drink, or chew gum while on the bus.
- Participate in physical playing/rough conduct or loud conversation.
- Vandalize or damage the school bus in any fashion.

Student Conduct: Many bus stops are designated at corners in residential areas. The bus stop is not a playground and students are to respect the property of others. Students who disobey bus rules will be subject to disciplinary action based on the rules governing misconduct on campus. Persistent infraction of rules and damages caused to a bus or private property at a bus stop may result in denial of transportation services. Parents or guardians are liable for damages caused by their student(s).

Unacceptable behavior will be documented by the driver using a "Bus Referral" which will be delivered to the school site administrator. The administrator will investigate the incident and take appropriate action. Suspension is considered when the unacceptable behavior jeopardizes the safe operation of the bus and/or its passengers. School buses may be equipped with video/audio monitoring equipment.

PARENT RESPONSIBILITIES

Absences: If a student will not be riding the bus for an extended period of time, the parent/guardian must notify the Transportation Services Department. A school bus driver will not attempt am-service for any student that has not ridden the bus for five consecutive days. To temporarily stop, or to resume service after an extended absence, please call Transportation at (858) 496-8460.

Illness: Students who are ill should not be sent to school. A parent/guardian is responsible for taking the student home if the student becomes ill while at school. A student who has a communicable disease will not be eligible for transportation until the Department of Health or a medical doctor certifies in writing that the disease is no longer contagious.

Change of Address/Telephone: Parents/guardians must notify the student's school of attendance of address and telephone number changes. Address changes may result in changes to assigned service times and bus stop location. Upon receipt of information, route changes are typically processed within three weeks. Advance notice of changes can help ensure uninterrupted transportation services for the student. When a change occurs, parents/guardians will be notified by a form given to the student by the school.

If you have further questions or concerns, please contact your school principal or the Transportation Services Department at (858) 496-8460. VEEP or Magnet Program information may be obtained by contacting the Neighborhood Schools and Enrollment Options at (619) 725-5672.