

Topic	Number of Pages	Date Approved
3.7 Bus Arrival and Departure Windows	1 of 1	June 2009

Policy Statement

Bus schedules are created under normal conditions and do not factor in adverse traffic or weather conditions. In order to ensure service is delivered as scheduled, cooperation is required from families, service providers and the school system.

Procedure

- Scheduled pick-up and drop off times are approximate. Students should be at their bus stop at least 5 minutes in advance of the scheduled pick-up time.
- Buses can arrive at their designated school up to 15 minutes in advance of the bell time, both morning and afternoon.
- The school is responsible for supervision at bus arrival and departure times.
- Afternoon buses may begin to depart from the school 5 minutes after the bell time.
- Students must be ready to board the bus and depart as the bus will not wait for a student to re-enter the school to retrieve personal belongings.