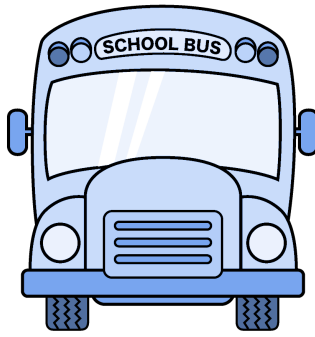


Eagle Point School District Special Needs Transportation 2024-2025



Parent Reference Guide



September 2024-2025

Dear Families:

Welcome back to school! Transportation services for your student will be provided by the Eagle Point School District Transportation Department. It is important that you be familiar with the transportation policies and guidelines of the Eagle Point School District contained in this reference guide. The safe, appropriate, and timely transportation of your child is a team effort. By working together, we can provide a positive experience for your child as we transition into a new school year. Please feel free to contact school district staff to assist you with any problems or concerns associated with your child's program. Thank you in advance for your help and cooperation in providing safe and efficient transportation for your student(s).

Sincerely,

Eagle Point School District #9 Transportation Department

Yvonne Phariss - Special Education Transportation Liaison

(541) 830-6382 - Direct office number

(541) 821-0923 - Direct cell phone number (call or text)

WELCOME

Eagle Point School District Transportation Department

Please record your student's information below for future reference & your records.

Student Name _____ Date _____

Driver's Name _____ Driver's Name _____
(if different from am)

AM Pick-up Time _____ PM Drop-Off Time _____

Morning Route Number _____ Afternoon Route Number _____

- All students should be ready, watching for the bus and waiting outside, **5 minutes** before pick up time. The bus will wait a maximum of **1 minute**. Traffic and other considerations **may** make the bus a few minutes late, but the bus **will not leave** before the scheduled time.
- It is suggested that for the first two weeks of the school year, your child be ready at least **ten minutes** prior to the scheduled pick-up time. This will allow for any changes in the route due to additions, deletions or traffic conditions. For the remainder of the year, your child must be ready **FIVE MINUTES** prior to scheduled pick-up time. This will ensure that your child and other students arrive at school on time.
- Please call your driver at least **one hour prior to pick-up time**, when your child will **NOT** need transportation services. You may also leave a message 24 hours a day on your driver's cell phone if they are not available. If you plan on picking up your child at school, please let us know as soon as possible. If your child **does not** ride the bus for more than **three** consecutive days with no contact, it will be necessary for you to call Transportation at (541) 830-6382 or (541) 821-0923 to start service again.
- **City and County ordinances prohibit our bus drivers from using the horn to alert you of their arrival. Please have your student at their designated bus stop when the bus arrives.**

ROUTE INFORMATION

Changes...

Changes do affect ALL of the students on routes, so please keep this in mind when requesting changes & retrieving your child.

The Eagle Point School District #9 is committed to providing the required transportation services to and from the student's primary residence and their IEP/504/IFSP-directed programs. Students will be picked up at a single address and will be delivered to a single address. One additional address may be served, but only within constraints of existing routing, subject to availability.

Any changes in pick-up and/or drop-off need to be made through Yvonne Phariss, the Special Education Transportation Liaison. Temporary changes must be approved at least **72 hours** in advance and any permanent changes must be requested through Yvonne Phariss. Please call the Transportation Department at (541) 830-6382 or (541) 821-0923.

If Your Child Needs Supervision.....

If your student requires supervision at home on a regular basis, our drivers are required to make sure someone is at the designated bus stop to retrieve your child. If no one is at the designated bus stop to receive your child, the child will be returned to their school. So please make sure that there is always someone at the designated bus stop to retrieve your child and stay in contact by phone with your child's driver or call the office to make other arrangements if something happens where there will be no one at the bus stop to retrieve your child.

- Please be at the designated drop off location at the time your child is released from the bus. In the event he/she is the only student riding, this would cause them to arrive home earlier than the scheduled time.
- Parent(s) and/or designee **MUST** be visible at the drop off location.
- Specific instructions for supervision at the drop-off location should be discussed by your child's IEP Team. It is extremely important that the Transportation emergency data sheet provided to you (the last page of this packet) be completed and signed and given back to the driver, including emergency contact phone numbers, should no one be at the drop off location when your child arrives after school.

CHANGES AND SUPERVISION

SCHOOL CLOSURE

In the event of a school closure, late start or other emergencies, **ALL** parents will receive a text message, and an email. The information will also be put on the EPSD9 website, facebook, each school website, and the EPSD APP. The following TV stations and Radio stations are also given the information to broadcast.

Television stations

Kobi - (541) 779-5502
KTVL - (541) 773-7378
KDRV - (541) 779-9755
KMVU - (541) 772-2600

Radio Stations

KRWQ; KMED; KISS; KOOL; KYVL
KSOR; KAJO-AM; KLDR-FM; KDOV
KCNA; KROG; KEZX; KRTA; KRBC
KAKT; KBOY; KCMX; KTMT

Driver

Cell Phone#

Craig	(541) 941-0602
Christy	(541) 941-0606
Yvonne	(541) 821-0923
New person	(541) 941-0607
Steve	(541) 941-0601
Tammy	(541) 941-0610
Pam	(541) 621-6397

In the anticipation of school closure resulting from inclement weather conditions, the following guidelines apply to special needs transportation vehicles:

- There will be no school for your child if the school he/she attends is closed, or if Eagle Point Schools are closed.
- If the Eagle Point Schools are on “snow route” or on a delayed schedule, your child’s special needs bus will also be on “snow route” or on a delayed schedule. Transportation to regional programs outside the district may be modified. Please check with the school your student attends.
- If you choose not to send your child to school due to the weather, please call or text your student's driver and let them know.
- Pupil transportation supervisor and district administrative staff try to make closure decisions before buses leave the Transportation Center when possible. Please continue to watch the television stations for updated school closure information or visit the district's website. Your child’s early school closure will make it necessary for the bus driver to drop off your child before the scheduled time.

SCHOOL CLOSURE

Violations

Each year the district will include the following procedures for violations in the student/parent handbook. The district will provide interpretation to those students/parents whose primary language is not English.

DISCIPLINARY PROCEDURES FOR VIOLATIONS

1. First Citation - **Warning***: The driver verbally re-states behavior expectations and issues a warning citation followed by a phone call to the parent(s)/guardian. (No suspension off the bus.)
2. Second Citation*: The student is suspended from the bus for 1-5 day(s) until a conference, arranged by the transportation supervisor, has been held with the student, the parent(s)/guardian, the bus driver, and the transportation supervisor.
3. Third Citation* **of the year**: The student receives a 5 - 9 days suspension and will not be able to ride the bus until a conference, arranged by the transportation supervisor, has been held with the student, the parent/guardian, the bus driver, the transportation supervisor. Further violations of bus regulations will be considered a severe violation.
4. **Severe Violations:** Any severe violation will result in the immediate suspension of the student for a minimum of 9 days, and up to a 1-year expulsion. There will be a hearing at this time, arranged by the transportation supervisor, involving the student, the bus driver, the transportation supervisor, the parent/guardian.
5. In all instances, the appeal process may be used if the student and/or parent/guardian desires.
6. **Students who are suspended from riding the bus or from school for any reason are restricted from riding any school district bus during the time of suspension.**

*All citations must be signed by the parents, the transportation supervisor, and the bus driver before the student will be allowed to ride the bus again.

VIOLATIONS AND CITATIONS

Responsible Behavior and Items on the Bus

Responsible student behavior is extremely important on the school bus. Students who choose to misbehave may endanger their safety, the safety of other students, and the driver. Inappropriate and disruptive behavior may result in actions by the district and a change in transportation services.

Students are expected to comply with the following rules and regulations specified by the Oregon Department of Education and the Eagle Point School District.

1. Students being transported are under authority of the bus driver.
2. Fighting, wrestling or boisterous activity is prohibited on the bus.
3. Students will use the emergency door **only** in case of an emergency.
4. Students will be on time for the bus, both morning and evening.
5. Students will not bring firearms, weapons or other potentially hazardous materials on the bus.
6. Students will not bring animals, except approved assistance guide animals on the bus.
7. Students **must** remain seated while the bus is in motion.
8. Students may be assigned seats by the bus driver.
9. When necessary to cross the street, students shall cross in front of the bus or as specifically instructed by the bus driver.
10. Students will not extend their hands, arms, or heads through the bus window.
11. Students will need written permission to leave the bus other than at home or school.
12. Students will converse in normal tones. Loud or vulgar language or obscene gestures are prohibited.
13. Students will not open or close windows without permission of the bus driver.
14. Students will keep the bus clean and must refrain from damaging it.
15. Students will be courteous and respectful to the bus driver, to fellow students and passersby.
16. Students who refuse to promptly obey the directions of the driver or refuse to obey regulations may forfeit their privilege to ride the bus.

MEDICATION

All medication being transported by the driver must be in the original pharmacy container.

(Detach and return the last page to your students bus driver)

SCHOOL BUS REGULATIONS

**Student Transportation Form
2024-2025**

Signature indicates Parent/Guardian has read and understands the rules and procedures regarding student conduct and safety and has reviewed it with their students. If there are any questions, please contact the transportation department at (541) 830-6382 or (541) 821-0923.

Parent or
Guardian _____ Date _____
(PRINT NAME)

Parent or
Guardian _____ Date _____
(PRINT NAME)

Physical
Address _____
Mailing
Address _____
(IF DIFFERENT THAN RESIDENCE)

Phone
Numbers: Home/Cell _____ Work _____

Student's
Name _____ Grade _____ Sch. _____

Student's
Name _____ Grade _____ Sch. _____

Student's
Name _____ Grade _____ Sch. _____

Student's
Name _____ Grade _____ Sch. _____

(Mark one) My elementary student(s) may ___ or may not ___ be dropped off at his/her rural stop without his/her parent present at the bus stop.

Emergency contact numbers:

In the event you cannot be reached, please list the names and numbers of trusted relatives or friends you have chosen to respond to in your absence, if there should be an emergency (This information should also be on file in the office of your child's school.)

Name _____ Phone _____

Name _____ Phone _____

