



BUSSING PROGRAM RULES & GUIDELINES

King's Schools is offering bus transportation to families living within the Coachella Valley who are enrolled full-time in Kindergarten through 8th grade. Participating parents must read and agree to adhere to (as indicated by their signature) the following RULES & GUIDELINES to the King's Bussing Program.

1. Parents/Legal Guardians must register each participating student by completing the necessary forms (available online) before they can use the service. No exceptions!
2. No siblings, friends, or other family members who are not officially registered may participate in the King's Bussing Program.
3. Parents/Legal Guardians of participating students must pay an annual **NON-REFUNDABLE** processing fee of \$25 per student to use the service. All fees and payments will be billed to the family's FACTS account. No money will be exchanged with the driver or in the school office.
4. Parents will pay \$3 per trip used, per student. Billing will be done at the beginning of the following month and will be based on how many trips were used for the prior month.
5. In the event that a student loses their traveling privileges for any reason (i.e. inappropriate behavior), no refunds will be given.
6. King's Schools will provide daily pick-up and drop-off services to/from Southwest Church (SWC) at 44-175 Washington Street (entry off of Warner Trail from Fred Waring Drive) at the following times:

Morning pick-up: Leave SWC back parking promptly at 7:30a.m. and arrive at King's Schools by 8:00 a.m.

Afterschool drop-off: Leave King's Schools parking lot by 3:30p.m. and arrive at SWC by 4:00 p.m.

Minimum Day drop-off: Leave King's Schools parking lot by 11:45a.m. and arrive at SWC by 12:15 p.m.

** In the event of inclement weather conditions (i.e. heavy rain or wind) making it necessary to take alternate routes, the arrival times may vary.*

7. The bus will leave promptly from SWC's designated locations every day. Students who miss the bus must rely on parents, or approved drivers, for their transportation needs that day. No stops will be made along the route for late pick-ups.
8. Parents are required to wait with their child (or leave them with a designated adult) at the pick-up location every morning. No students should ever be left unattended. Transportation privileges may be revoked if students are left unattended.
9. Students being dropped-off will only be released to the parents/legal guardians or a designated adult listed on the child's RenWeb account for pick-up purposes. No exceptions!
10. Students must be picked-up within ten (10) minutes of the designated arrival time at SWC. Students not picked up by 4:10 p.m. (12:25 p.m. on minimum days) will be issued a **Citation** and must pay a \$10 late fee directly to the bus driver.
11. **Citations** will be issued by the bus driver for inappropriate behavior and late pick-up. Students receiving three (3) **Citations** for any reason (including parents being late for pick-up) will lose

their transportation privileges for one week and no refunds will be given. Students receiving an additional three (3) **Citations** (total of 6) for any reason are subject to having their transportation privileges revoked for the remainder of the year and no refunds will be given.

12. King's Schools has established very clear expectations of student conduct while traveling on the bus. Students are expected to conduct themselves according to the following procedures to ensure the safe operation of the school bus and a successful transportation program:

Students MUST:

1. Avoid all loud noises, loud talking, whistling, etc. while on the bus. If necessary, the bus driver may enforce the "no talking" policy required on field trips.
2. Show courtesy and respect to the bus driver and other passengers.
3. Uphold the same behavioral standards required on campus.
4. Remain seated at all times (on their bottoms) with their back against the seat.
5. Arrive at the bus stop on time every day.
6. Conduct themselves in an orderly fashion while waiting for the bus to arrive. No running or playing is allowed in the church parking lot. Parents are responsible for the behavior of their child(ren) at SWC.

Students MUST NOT:

1. Move toward the bus, stand to get off the bus, or move around on the bus until the driver has brought the bus to a complete stop and opened the door.
2. Eat or drink on the bus (other than water).
3. Leave trash, debris, or personal items on the bus.
4. Bring pets, animals, etc. on the bus.
5. Throw things inside or outside of the bus.
6. Touch, annoy, or bother another student on the bus.
7. Destroy any part of the bus. Parents whose child causes the school to incur costs to repair any part of the bus will be required to pay those costs in full and are at risk of losing their privileges to use the transportation service.
8. Change seats once the bus is moving. The driver may assign students to specific seats at his/her discretion.
9. Extend any part of their body outside of the window of the bus.
10. Play with emergency equipment or open any emergency exits whether it be doors or windows.

Bus transportation is being provided to our parents as a convenience and it is a privilege, not a right, to ride on the bus. Respecting the Rules and Guidelines will ensure a successful transportation program.

KING'S SCHOOLS
TRANSPORTATION DEPARTMENT

By signing this form, I acknowledge that I have read, understand, and agree to abide by the Rules and Guidelines of the King's Schools Bussing Program. I also acknowledge that my child's traveling privileges may be revoked at any time for inappropriate behavior that is deemed not to warrant a warning or Citation by the bus driver or any school employee.

Parent/Legal Guardian Signature

Date