

Bus Stop and Bus Riding Do's and Don'ts

Do:

- Be 10 minutes early and wait no less than 10 minutes past expected arrival time. Bus will not wait.
- Follow all RPSB and school rules. Bus stop and the bus are an extension of the school.
- Wait until the bus is stopped to approach for loading or getting up from the seat to unload.
- Be courteous and respectful to everyone.
- Wait to cross a road until all safety mechanisms are deployed. Check both ways before crossing the street.
- Follow all instructions from the bus operator in an emergency situation.
- Remain quiet so the bus operator can safely drive.

Don'ts:

- No eating or drinking on the bus.
- Bring large bags or band instruments on the bus. All items must fit in the student's lap or under the seat.
- Talk overly loud, yell or cause commotion that distracts the bus operator.
- Throw items from bus windows and doors.
- Stand up or walk the aisle until the bus completely stops at the bus stop.
- Weapons, tobacco products, vapes, glass items, lighters and any other item prohibited by law and/or RPSB policy are not allowed on a bus or at a bus stop.
- Wait for the bus in your house, on the porch or in a vehicle.
- Meet the bus at a different stop other than one to which a student is assigned.

Contact Us



Phone

**RPSB Transportation
Department
318-449-3108**

*For the following feeder systems,
call the number listed for
information:*

**ASH, Oak Hill, Plainview,
Peabody Magnet, Northwood**
318-449-3150

**SPED, Magnet and
Montessori schools**
318-449-3120

**Pineville, Tioga, Buckeye,
Rapides, Glenmora**
318-449-3155



Website

www.rpsb.us



Address

619 6th St., Alexandria, La.

OFFICE HOURS

7:30 a.m. - 4:00 p.m.

TRANSPORTATION INFORMATION FOR STUDENTS & FAMILIES

**REVISED
8/8/24**

RPSB Central Office
619 6th St., Alexandria, La.

PHONE

318-449-3108

OFFICE HOURS

7:30 a.m. - 4:00 p.m.



Goal

To provide service to our community through the safest, most effective and most efficient methods as possible and to provide clear, consistent communication to all stakeholders.

RPSB provides transportation to and from the primary residence listed in our student information system. Transportation is not guaranteed to be curb to curb. Families/students may be asked to meet at a central location for pickup and dropoff. Transportation to after school care facilities is not provided by RPSB.

Bus Behavior

All RPSB and school rules apply at bus stops and on the bus. Disciplinary consequences will be handled by the school administrators where the student attends.

Bus operators and families are encouraged to discuss ways to handle minor behavior issues such as yelling, failure to stay seated, tardiness in loading/unloading and disrespect. If student behavior does not improve, referrals may be submitted to school administrators.

Behavior referrals will be immediately submitted to school administrators for major infractions such as but not limited to fighting, cursing/profanity, vandalism, use of prohibited substances and safety matters. School administrators will conduct an investigation before assigning consequences.

If a family and/or a student believes bullying is occurring, please report the matter to the school so administration may conduct a Bullying Investigation.



Family Expectations

Parents and guardians can assist Transportation by:

- Having student(s) at the stop 10 minutes early and waiting no less than 10 minutes past expected bus arrival time.
- Not attempting to board the bus for any reason. Only students are allowed on the bus.
- Arranging for conferences with your bus operator through the school, Transportation Department or directly with the operator. Please do not attempt to have a conversation at the bus stop as this presents a safety hazard.
- Not sending food items other than the student's lunchbox on the bus with your student.
- Immediately notifying the school with changes in primary residence address.

Procedure for Permanent Change of Bus Stop/Ridership

Students are only picked up and dropped off at the primary residence listed in RPSB's student information system. To change their address, families are to contact their student's school and provide the required documentation. Once this process is complete, the student(s) may be assigned to a new bus and bus stop.

Procedure for Request of Temporary Change of Bus Stop/Ridership

Requests must be made in writing and sent to the Transportation Department. Requests must include: name of student/parent, contact phone number, school attending, current address, current bus operator, temporary address/location, name of person(s) responsible at temporary address & contact number and reason for request. *All requests will be considered on a case by case basis. There is no guarantee of approval.*



Visit the Transportation Dept. Website!



Access Bus Routes Here!

