



Voyageur School District Transportation Policy

Voyageur Academy School District (VASD) works in collaboration with Triumph Transportation Services to provide bus services to students who are approved to ride the school bus. VASD uses a structured system to receive bus transportation requests. Below is VASD policy for requesting bus transportation services.

1. Each school year, parents are required to complete a bus transportation request.
2. Each school year, parents are required to agree to the bus transportation expectations and guidelines.
3. Within 72 business hours, a transportation department staff member will contact the parent to communicate approval of bus transportation and provide information regarding the bus route.

*Students who are not approved to use bus transportation services will not be allowed to board the bus.

** Completing the bus transportation request does not guarantee space on the bus for your scholar(s).

Bus Expectations and Guidelines

Transportation by school bus is a privilege, not a right, provided to eligible students. The Voyageur School District Administration and Board of Education aim to provide transportation that protects the health, welfare, and safety of all students. The district reserves the right to suspend or revoke bus privileges for students who violate safety rules.

Bus Stop Safety and Rules

- Arrival Time: Students must be at their designated stop 5-10 minutes prior to the scheduled pick-up time.

- Waiting Area: Students must wait in a safe area, at least 6-10 feet away from the roadway, to avoid the roadway. Students are expected to follow the **S.O.A.R. (Safe, Orderly, and Respectful)** method.
- Loading/Unloading: Students must wait until the bus comes to a complete stop, the door opens, and the driver signals them to approach.
- Crossing: If crossing the street is necessary, students must cross at least 10 feet *in front* of the bus, looking both ways and awaiting a signal from the driver.
- Responsibility: Parents/Guardians are responsible for the safety of students traveling to/from the bus stop and while waiting at the stop.

Student Behavior on the Bus

- Obey the Driver: Students must follow the driver's directions promptly and respectfully.
- Seating: Students must remain seated, facing forward, with their feet out of the aisle, while the bus is in motion.
- Noise Level: Use "indoor voices." Shouting and inappropriate language are prohibited.
- Prohibited Items: No food, drinks, glass containers, live animals, or weapons may be brought on the bus.
- Cleanliness: Keep the bus clean and free of trash.
- Windows: Do not extend hands, arms, or heads out of the windows.
- Assigned Seats: Drivers are authorized to assign seats to maintain the order flow of traffic.

Discipline Procedures and Consequences

If a student violates the bus rules, the following actions may be taken:

- Minor Infractions: Verbal warning, assigned seat, or parent notification by the driver.

- Major/Persistent Infractions: The driver will submit a Bus Misconduct Report to the Transportation Director/Principal. Consequences include:
 - 1st Offense: Written warning/parent conference.
 - 2nd Offense: 1–3-day suspension of bus privileges.
 - 3rd Offense: 5–10-day suspension of bus privileges.
 - Severe Misconduct: Immediate suspension (fighting, bullying, throwing items, damaging the bus, or other misconduct determined by the school administration).
- Damages: Parents are financially responsible for damage done to the bus by their children.

Emergencies

- Emergency Door: The emergency rear door is to be used for emergencies only.
- Evacuation: Students must follow the driver's instructions during an emergency and practice emergency evacuation drills at least once per semester.

Parent Responsibilities

- Ensure children are at the stop on time.
- Provide supervision for younger children at the bus stop.
- Cooperate with school staff regarding student conduct.
- Provide alternative transportation if riding privileges are suspended.

Transportation Contacts

- Triumph Transportation:
 - Office: 313-381-5881
- Voyageur Academy School District
 - Mrs. Harris: 313-740-4000 sharris@voyageuracademy.com
 - Mr. Gagnon: 313-748-4000 jgagnon@voyageuracademy.com

Communication

- VASD uses Classdojo to communicate with parents regarding bus information, such as a bus being late or an emergency on a bus.
 - Please sign up to receive bus transportation updates using the information below:

Links to forms and Resources

- **Link to Bus Routes: TBA**
- **Link to Class Dojo Page for transportation: TBA**
- **Triumph transportation Phone: (313-381-5881) Fax:(313-381-5871)**
Email: info@triumphtrans.com
- **4574 Webster Street Escrow, MI 48229**