Orcas Island School District
2026-27 Student Transportation Handbook



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Orcas Island School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination:

Section 504/ADA and Title IX Coordinator: Lorena Stankevich, Director of Special Services, 360-376-1561, lstankevich@oisd.org, Orcas Island School District, 557 School Rd., Eastsound, WA 98245

Civil Rights Compliance Coordinator: Eric Webb, Superintendent, 360-376-2284, ewebb@oisd.org, Orcas Island School District, 557 School Rd., Eastsound, WA 98245

How will I get to school?

If you live within a one mile radius of the school district, you will walk to school. If you live outside the one mile radius, you may ride on one of the two bus routes that are available; East Route or West Route. In some cases, you may be eligible to ride the bus if you live less than one mile from the school district if the walking route is identified as hazardous or unsafe. Your parent or legal guardian should work with the Director of Operations or Head Bus Driver to help you determine whether you will walk or ride the bus and help you find your bus stop, if you will be a rider. Transportation options for students receiving special education services will be determined by your individualized education plan.

Contact Information for OISD Director of Operations, Tracy Todd:

Email: ttodd@oisd.org Non-Emergency Phone: 360-376-1506 (during school hours)

How do I walk to school safely?

If you walk to school within or outside the one mile radius, please keep these important safety tips in mind:

- Walk with a partner, if you can.
- If no sidewalk is available, consider walking opposite the traffic to provide better visibility for both you and drivers.
- Always look left, right, and the left ***again*** before crossing the street.
- Make eye contact with drivers before crossing the street.
- Be especially alert for the cars that are turning or backing up.
- Never run or dart out into the street or cross between parked cars.
- In the winter months when it's dark out, wear light or reflective clothing.

How do I find information about bus routes and stops?

Bus schedules are posted on our official school district transportation webpage:

Bus Routes - Transportation

On this page you will find current information about our scheduled East and West bus routes. Please remember, our published times for each stop are approximate. You'll find information about schedules for early release days, late start days, one-bus routes, and inclement weather procedures (abbreviated).

How do I load and unload from the bus?

You should wait for the bus at your designated stop at least 15 feet from the road. You should be visible and present at your designated stop but only approach the bus when the bus driver indicates that it is time to load.

You should arrive at least five minutes before the scheduled stop time. If a bus driver does stop as scheduled to load any student, the bus driver will wait no more than three minutes for the student(s) assigned to the location.

If you are not visible and present at your designated bus stop at your scheduled bus stop time, your bus driver may not be able to wait for you. Any bus driver's waiting time at each scheduled bus stop shall be at the Transportation Department's discretion, in light of traffic requirements, safety considerations, and other determining factors.

If you must cross the roadway to load or unload, you must cross in FRONT of the bus, using extreme caution and watching for other traffic. Wait until the bus has come to a complete stop and the stop arm of the bus is engaged. The bus driver will indicate when it is safe to cross.

After leaving the bus, if there are no sidewalks, you must walk on the left-hand side of the roadway facing oncoming traffic.

When will I arrive at the campus in the morning and depart in the afternoon?

After completing their route, buses are scheduled to arrive at the campus approximately 10-15 minutes before classes begin.

Departing the campus, buses will load for departure immediately upon school dismissal.

What if I want to be dropped off at a different bus stop?

If you wish to be dropped at a different bus stop, you must obtain a bus note from the school office approved in advance by your parent or legal guardian.

Your parent or legal guardian must directly contact the school no later than 2 pm on normal route days. You may not get off of the bus at a different bus stop without an official bus note from the school office.

What are the rules I must follow to maintain my school bus ridership privileges?

You are expected to behave in a courteous, respectful manner and follow the same rules of conduct that apply to your classroom when you are riding the bus. The bus driver is in charge while you are riding the bus. Directions given by the bus driver are for your safety and are to be obeyed promptly. You must obey the bus driver while riding the bus, including loading and unloading the bus. If you are traveling with a team or class, you must follow the directions of your coach, teacher, or bus driver.

Some rules of conduct include but are not limited to the following:

- You must go directly to a seat upon boarding the bus and remain seated at all times unless the bus driver instructs otherwise.
- You must load and unload the bus in an orderly manner and follow the bus driver's instructions. Pushing and shoving are not allowed.
- You may not bring animals on buses, except service dogs.
- You may not eat on the bus.
- You may have a normal conversation or sing on the bus, but you may not use obscene language or gestures. The bus driver determines whether noise is excessive.
- Your books and personal belongings must be kept out of the aisles.
- You may not throw any objects inside a school bus for any reason.
- You are responsible for helping to keep the bus neat and clean. Please deposit all trash in the designated container located at the front of the bus.
- You may open the windows only when the bus driver permits.
- You must keep all of your body parts and possessions inside the windows at all times.
- You may use your own electronic device on the bus. You may not share your device with other students. Volume must be muted or headphones/earbuds on.
- You may be assigned to specific seats at the discretion of the bus driver. If so assigned, you must occupy the assigned seat until the bus driver approves a change.
- If you damage the bus, you must report it immediately to the bus driver. Your parents will be responsible for covering the cost of any damage. Depending upon the circumstances, you may be suspended from ridership privileges as a result of the damage.

How could I lose my ridership privileges?

Student misconduct distracts bus drivers, which can jeopardize the safety of all passengers. Your ridership privileges may be suspended for causing persistent misconduct.

If your bus driver submits a report of misconduct to your principal, your principal will issue one of the following:

- *Warning*: If your misconduct is minor and does not interfere with the safety and welfare of other students or the operation of the bus you will be issued a warning.
- *Suspension:* If your misconduct interferes with the safety and welfare of other students or the operation of the bus, your misconduct continues after repeated warnings, or you cause damage to the bus, you may receive a suspension.
- *Expulsion*: If your misconduct was intentional, it threatened the safety of other students or the operation of the bus, you may be expelled. If you assault a bus driver, they will be advised to file charges against you.

Your parents will receive a notice prior to an actual suspension. Your parents may appeal the decision of the principal to the superintendent, who will make the final decision.

In addition to behavior, possession of hazardous items is also considered misconduct. Examples of hazardous materials include but are not limited to the following:

- Firearms or weapons
- Breakable containers
- Flammable materials such as matches or lighters
- Sticks
- Pins or straps protruding from clothing
- Large, bulky items that cannot be held or placed between legs

How can I be prepared for an emergency?

You and your fellow students will practice emergency exit drills each year. Your bus driver will explain the emergency exit procedures prior to the drill. It's important that you listen to your bus driver carefully and follow all of the instructions they give you.

What if I have a concern about the bus?

You should first talk to the bus driver about any important concerns. You may need to discuss your concerns with your principal if you and the bus driver are not able to resolve your concerns.

What if I have questions about transportation or buses that are not answered in this handbook?

Please have your parent or legal guardian contact the Director of Operations (Tracy Todd, ttodd@oisd.org) or the School Office Manager of your campus if you have questions or concerns that are not addressed in the Handbook.