

# K - 2 Program

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Beginning to  
Understand  
Safety

# SCOPE and OBJECTIVE

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The bus ride to and from school is an integral part of a child's school day. Even children who do not use the bus to get to or from school will probably ride a school bus at some point throughout the year. Whether they are on a ride to school, a field trip, or a sporting event, all children should be familiar with the safety rules relating to school buses.

The objective of this program is to introduce kindergarten to grade 2 students to the school bus transportation safety guidelines and to ensure that these young students become safe and confident bus riders.

At the end of this presentation, the children should have

- 😊 a general view of the safety features on a school bus,
- 😊 the knowledge of how to safely **walk to the bus stop** and wait for the bus **at the bus stop**,
- 😊 the self-assurance to **board the bus** and **get off the bus**,
- 😊 an understanding of the importance of following the safety rules while **riding on the bus**,
- 😊 the confidence to ride on a school bus in a safe and secure environment.



## K - 2 Program

# Note to the Facilitator

As the facilitator, you will be speaking to some students who have never ridden a bus before. This program has been designed to introduce first-time school bus riders to the safety guidelines pertaining to pupil transportation. Help them understand that riding on the school bus can be an enjoyable as well as a safe mode of transportation.

Young students are curious and full of questions. Allow them to ask questions. This program will help the students gain confidence.

This program is to be used in conjunction with the accompanying overhead transparencies. The entire classroom instruction should last no more than 20 minutes and be followed by the bus ride.

As the facilitator, you should be well prepared for the presentation.

- Study the facilitator's guide.
- Ensure that all material is ready.
- Make sure everyone in the room can see the instructor and overheads.

***Along with this guide, you will require***

- a) 1 bus driver
- b) 1 school bus
- c) An overhead projector

**Smile a lot and have fun.  
You do make a difference.**

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# WELCOME

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Put on your biggest smile and put your best foot forward.

Introduce the bus driver. Tell the class that the driver is here to help and teach them about safety on and around the school bus. After the presentation, they will go outside to look at the bus and then go for a short drive.

The bus driver may wish to add the following:

- \$ a summary of his/her experience
- \$ what it means to be a bus driver
- \$ why it is important to know the rules (safety)
- \$ anything else he/she may wish to add

Encourage the students to ask questions. Remember that this is a new experience for some of them and they will be excited and curious.

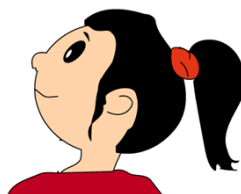
**SAFETY IS #1.** We need the help of all students to make sure everyone gets to and from school safely.

*Advance to next page and begin **The PROGRAM***

# GETTING READY

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*Place Transparency # 1 on the projector.*



## BE ON TIME FOR THE BUS

- ➔ Leave home early enough to be at your stop 5 minutes before the bus arrives.
- ➔ Remember... you can wait for the bus, but the bus can't wait for you.

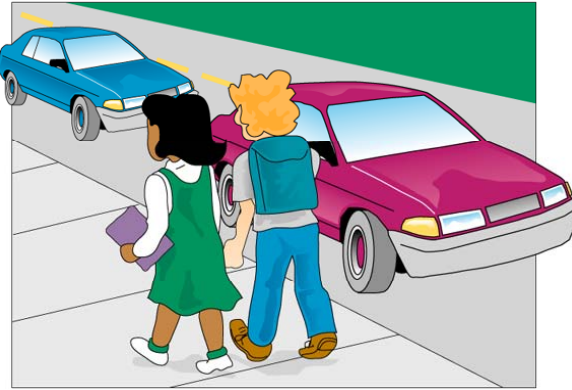
### *(Possible discussion)*

- \$ Remind all students that if they are not on time, other students may have to wait longer.
- \$ Sometimes buses are late. During winter, students and parents should listen to their radios for news of late buses or school closures.

# WALKING TO YOUR BUS STOP

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Place *Transparency # 2* on the projector.



- ⇒ If there are no sidewalks, walk on the left side of the roadway, facing traffic.
- ⇒ Running into the road is very dangerous.
- ⇒ Always remember to look both ways before crossing the roadway (if you must cross the road).
- ⇒ Always obey the crossing guard, if one is on duty.

*(Possible discussion)*

- \$ Owing to the number of stops, it is not possible to have bus stops in sight of every student's house. It might be a good idea to walk to the stop with a friend or a parent to show you the way for the first few days.

# AT THE BUS STOP

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Place *Transparency # 3* on the projector.



- Stay off people's lawns or driveways, unless you have permission.
- Keep your bus stop clean and always pick up after yourself.
- Playing or running around at the bus stop can lead to injuries. It is much safer to just stand still and talk to your friends.
- Make sure you stand in a safe place by putting a safe distance between yourself and the cars on the road.
- Wait quietly without pushing or shoving, and remember that accidents happen unintentionally.
- Snow banks are great for sliding, but not while waiting for the bus.
- When you see the bus coming, quietly form a line. Remember not to push. Be courteous.
- If you must cross the roadway, make sure the bus is completely stopped and wait for the driver to give you the **go ahead signal** before you cross.

*(Possible discussion)*

- \$ Relate any anecdote that you or the driver thinks is relevant.



# GETTING ON THE BUS

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*Place Transparency # 4 on the projector.*



- Line up in a single file at the bus stop.
- Keep away from the bus path and stay clear of the side of the bus.
- Wait until the bus has come to a complete stop and the doors open.
- Watch where you are stepping.
- Use the handrail.
- Make sure no strings, straps, or other loose item gets caught in the handrail.
- Be extra careful in the winter or on wet days, since the steps could be slippery.

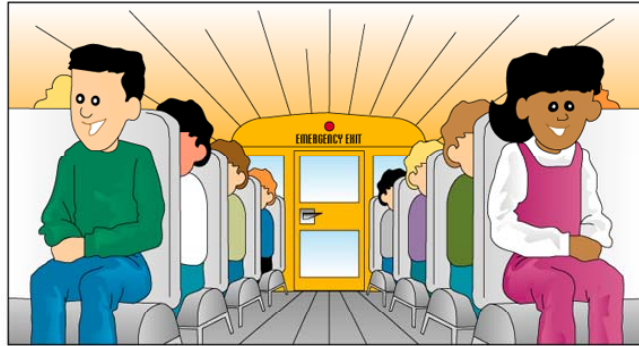
*(Possible discussion)*

- \$ Remind students that using the handrail helps to keep them from falling on the steps or falling back.
- \$ Tell the students that they should use the handrail when entering and exiting the bus.
- \$ Relate any personal anecdote you or the driver thinks is appropriate.

# ON THE BUS

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*Place Transparency # 5 on the projector.*



- ➔ Go directly to your seat.
- ➔ Avoid stopping to talk to friends on the way to your seat. Others have to get to their seats as well, and the bus has to get going.
- ➔ The driver will not move the bus until everyone is seated.
- ➔ Keep the aisle free from book bags and other objects.

## *(Possible Discussion)*

- \$ If you are still standing in the aisle when the bus starts moving, you may fall and hurt yourself or someone else.
- \$ Sometimes the bus driver may assign seats. This means that you may have a special seat just for you.
- \$ If you are carrying a parcel (except for a backpack), hold it in front of you. You wouldn't want to hit other students as you walk by them.
- \$ When you have reached your seat, be careful while you are taking off your backpack, making sure it does not hit other students. Hold it on your lap or place it under your seat.

# RIDING THE BUS

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*Place Transparency # 6 on the projector.*



- ➔ Always stay in your seat and if you talk, do so quietly.
- ➔ The bus driver needs his full attention to drive the bus, so avoid causing unnecessary distractions.
- ➔ Eating or drinking is not allowed on the school bus.
- ➔ If your bus driver lets you open a window, keep your head and arms inside the bus.
- ➔ Throwing objects out of bus windows is not permitted.

*(Possible discussion)*

- \$ Explain to the children that it is very important not to distract the bus driver (you may need to explain "distract" or maybe use another word). Bus drivers must keep their eyes on the road to make sure you get to school and back home safely. Loud noises can make the driver take his/her eyes off the road.
- \$ Always ask the bus driver for permission to open a window.
- \$ Branches, signs or other objects can hurt you if you put your arms out the windows.
- \$ Throwing things out the window can hurt someone else or damage someone's property.

# GETTING OFF THE BUS

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Place **TRANSPARENCY # 7** on the projector.



- ⇒ Keep an eye out for your stop.
- ⇒ When your stop is near, gather your book bag, lunch box, mittens, and other belongings.
- ⇒ Wait until the bus has come to a complete stop before getting up from your seat.
- ⇒ Always walk and remember to be courteous.
- ⇒ Let others in front of you get off first.
- ⇒ Use the handrail.
- ⇒ Make sure no strings, straps, or other loose item gets caught in the handrail.
- ⇒ Always get off at your own stop.

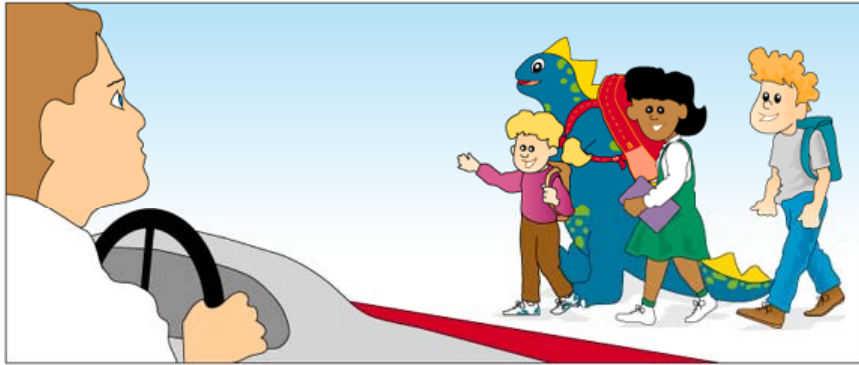
*(Possible discussion)*

- \$ Point out that these rules apply both to school and to home drop-off points.
- \$ Racing to the door before the bus stops is dangerous, since you may fall and hurt yourself.
- \$ If you are unsure of your stop or if you miss your stop, talk to the bus driver. He or she is always willing to help.

# LEAVING THE BUS

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*Place Transparency # 8 on the projector.*



- ⇒ Move away from the bus, at least 3 giant steps (2 metres).
- ⇒ If you must cross the road, always cross in front of the bus. Take 5 giant steps along the front of the bus; pass the crossing arm; stop; look both ways; wait for the bus driver to give you the signal to cross; look both ways again and then walk across the road.
- ⇒ Playing around the bus is dangerous so make sure you walk away.

*(Possible discussion)*

- \$ Point out that, when getting off the bus at school, the doors are usually facing the school and there is no need to cross in front of the bus.
- \$ If you must cross the road, you must always do so **IN FRONT OF THE BUS**.
- \$ If you play around the bus, you may fall under the bus, where the bus driver may not be able to see you.
- \$ Never walk behind the bus or cross the road behind the bus; the driver cannot see you there.

# IN CASE OF EMERGENCY

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*Place Transparency # 9 on the projector.*

## IN CASE OF EMERGENCY

Stay calm.

Follow the bus driver's instructions.

Leave the bus through the door or emergency exits. BE COURTEOUS.

Gather off the road away from the bus and the traffic.

- ➔ Read and discuss the safety rules listed on the transparency.
- ➔ Ask the students if they can come up with more safety tips for times when an emergency situation occurs.



Inform the students that, in the near future, they will be participating in an emergency evacuation with their bus driver.

# SCHOOL BUS BASIC RULES

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Place **Transparency # 10** on the projector.



- 😊 Introduce the **School Bus Basic Rules**. Read and discuss each rule with the group and ensure that everyone understands what the rules mean.

# SCHOOL BUS SAFETY GUIDELINES

Place *Transparency # 11* on the projector.

## School Bus SAFETY GUIDELINES



1. **Obey the driver** promptly.
2. Avoid any unnecessary conversation with the driver while the bus is in motion.
3. **Respect the driver and fellow passengers.**
4. Arrive on time and stand away from the roadway while waiting for the school bus.
5. Wait until the bus comes to a complete stop before moving to get on.
6. When crossing the road, wait for the driver's signal and always cross at least 3 metres in front of the bus. **NEVER CROSS BEHIND THE BUS.**
7. Always keep a safe distance around the school bus.
8. Go directly to your seat; allow others to sit with you. **Remain seated.**
9. Sit facing forward, with your belongings on your lap or under the seat. **Keep the aisle clear.**
10. Obtain approval of the driver to open windows or emergency door. Nothing must hang out or be thrown out of the windows of the bus.
11. **Talk quietly.** Silence is required when approaching a railway crossing.
12. Eating and drinking are not allowed on the bus. Use of tobacco is forbidden.
13. Neither pets nor large objects are allowed on the bus.
14. Anyone who intentionally damages the bus will be held responsible.
15. Dress according to weather conditions. For safety reasons, avoid drawstrings or loose objects on clothing and backpacks.

Pupil Transportation is a privilege - follow the rules  
Violation may result in disciplinary action and possible loss of transportation

**New Brunswick**  
Department of Education



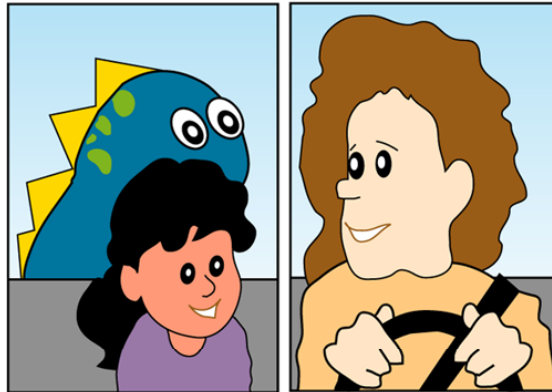
Introduce the **School Bus Safety Guidelines**. Read and discuss each guideline with the group and ensure that everyone understands what the guidelines mean.



# ALWAYS OBEY THE DRIVER!!

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*Place Transparency # 12 on projector.*



- ➔ The bus driver is there to help you get to and from school safely.
- ➔ Help your driver do a superb job.
- ➔ We are all part of the **safety team**.

Ask if there are any questions.

# MEETING THE BUS

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Inform the students that you will now go outside to visit a bus and go for a ride.

- ➞ Have the students stand together in a group.
- ➞ Stay with the group while the driver gets the bus.
- ➞ As the bus approaches, point out that the yellow flashing lights come on first to warn other vehicles that the bus is going to stop. Then point out the red flashing lights and stop arm. The red flashing lights warn motorists that students are getting on or off the bus, and vehicles must stop in all directions.
- ➞ Remind the students that they must always cross in front of the bus. If they need to cross the roadway to get on the bus, they must wait for the bus to make a complete stop, with the red lights flashing, and then wait for the bus driver to signal them to cross.
- ➞ Inform the children that the driver will now walk with them around the bus, pointing out the safety features.

# THE OUTSIDE OF THE BUS

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The driver asks the class to follow him/her around the bus in order to show the children a few interesting features of a school bus.

## **RIGHT-HAND SIDE**

- Show how big the bus is; for example, the size of the tires (a chock block is currently securing the wheel).
- Explain that the long black stripes along the sides of the bus are impact rails.
- Explain how the passenger door works, how to climb up there, and how to use the handrail to get on or off.
- Warn the children to stay away from the side of the bus (2 metres or 3 giant steps away).

## **FRONT**

- Look up at the 8-light warning system (yellow and red) and tell them what it is for.
- Riders should always wait for the red flashing lights before they advance to get on the bus.
- Point out the number of mirrors.
- Explain what the crossing arm is for and how it works.

## **LEFT HAND SIDE**

- Explain what the driver can see in the mirrors.
- Point out the stop sign, how it works and its purpose.
- Point out the emergency windows.

## **REAR**

- Once again talk about the 8-light warning system.
- Explain that the emergency exit is used only in case of emergency.
- Read the signs on the back of the bus. Inform the children that, when the bus stops at the railroad crossing, they should be quiet so the driver can listen and see if there is a train coming.
- Warn the children to never walk behind a bus because the driver cannot see them there.

➡ Time for the bus ride, ask the students to line up in single file (just as you talked about in the classroom).

# THE BUS RIDE

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- Remind the students to use the handrail while getting on the bus and ask them to be seated.
- Once everybody is seated, the driver goes over the location of the safety equipment, pointing out the fire extinguisher, the first-aid kit, emergency exits and windows. Explain that these items are there for their protection.
- The driver also tells students about the safety features of the school bus - the seats (compartment) with their high padded backs and the communication devices (cell phones, 2-way radio).
- The driver explains to the children the importance of remaining seated and staying quiet.
- The bus driver then drives the bus around the block and returns to school.
- When the bus comes to a complete stop (do this in the school yard), inform your class that they are going to practise crossing the road in front of the bus once they are off the bus.
- Lead the way getting off the bus, holding on to the handrail. Have the students follow you to a safe distance away from the bus (a minimum of 2 metres). The driver will supervise the students disembarking, reminding them to hold on to the handrail.
- As the children join you, explain the importance of staying a safe distance away from the bus. Point out that the driver may not be able to see them if they are too close to the bus.
- Move the group approximately 3 metres along the front of the bus (pass the crossing arm).
- Wait for the bus driver to give the **all-clear and go-ahead signal**, look both ways again, then cross.
- Remind the pupils to always cross in front of the bus (**walk, no running**).
- Invite all back into the classroom.

# THE WRAP-UP

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- Once again, inform the children that, in the near future, they will be participating in an emergency evacuation with their bus driver.
- Ask if there are any questions.
- Pass out handouts to the children (pamphlets for their parents/guardians, stickers, etc.).
- Thank the students for their participation.
- Thank the bus driver and/or assistant for their help.

