



File EOD

SCHOOL BUS LOADING AND UNLOADING

The Bus Driver shall, together with the Principal, be responsible to ensure that loading and unloading will proceed in an orderly fashion. The bus rules as outlined in the Manitoba Education Citizenship and Youth **Driver's Handbook** (current edition), shall be observed.

Loading

Drivers shall descend from their buses and not permit loading to commence until the students are prepared to enter the bus in an orderly manner. The Driver shall then assume a position at the entrance of the bus where he/she can properly supervise the loading process. The driver may discontinue loading at any time that the behavior of students in or out of the bus becomes disorderly, and not proceed until order is restored.

Unloading

The Bus Driver shall be responsible to ensure that unloading shall proceed in an orderly fashion. The driver may remain in the bus during unloading, but shall step down after all students have left the bus to ensure that the danger zone is clear.

Yellowquill School

Drivers unloading at this school please note:

Because of the large number of transported students, a fence has been installed at Yellowquill School for the purpose of keeping students off the bus loop.

The Driver shall descend from the bus and when he/she is satisfied that students are prepared to enter the bus in an orderly manner, he/she shall permit loading to commence. The Driver shall then assume a position at the entrance of the bus where he/she can properly supervise the loading process. As in other locations, the Driver may discontinue loading at any time that the behavior of students in or out of the bus becomes disorderly, and not proceed until order is restored.

Before departing, the Driver shall ensure that the danger zone is clear.

The School Principal or the supervising Teacher may be called upon for assistance if a situation becomes unmanageable.