

SCHOOL BUS FREQUENTLY ASKED QUESTIONS

I am new to Patch Elementary School and want my children to use the bus. Are we eligible?

DODEA supplies buses within the bus commuting zones. People who live outside the bus commuting zone can transport their child into the zone where he/she may board a bus, if space permits.

Where do I get a map of the school bus zones?

The PES office and the Bus office both have maps available.

How do I register for the bus?

When you register for school, you can ask the front office how to get to the bus office. The bus office has registration forms for you to complete so that your child can ride to school.

How does the driver know that my child is eligible to ride the bus?

Once your child is assigned a bus stop and route based on your home address, he/she will receive a bus pass. This shows the driver that he/she is allowed entry onto the bus.

Once the driver knows my child, does she still have to have the bus pass?

Yes. Students are required to have the bus pass with them while riding the bus.

I just arrived and we are staying at a hotel within the PES zone. Is there a bus that will pick up my child?

Yes. Buses will stop at any hotel on their route.

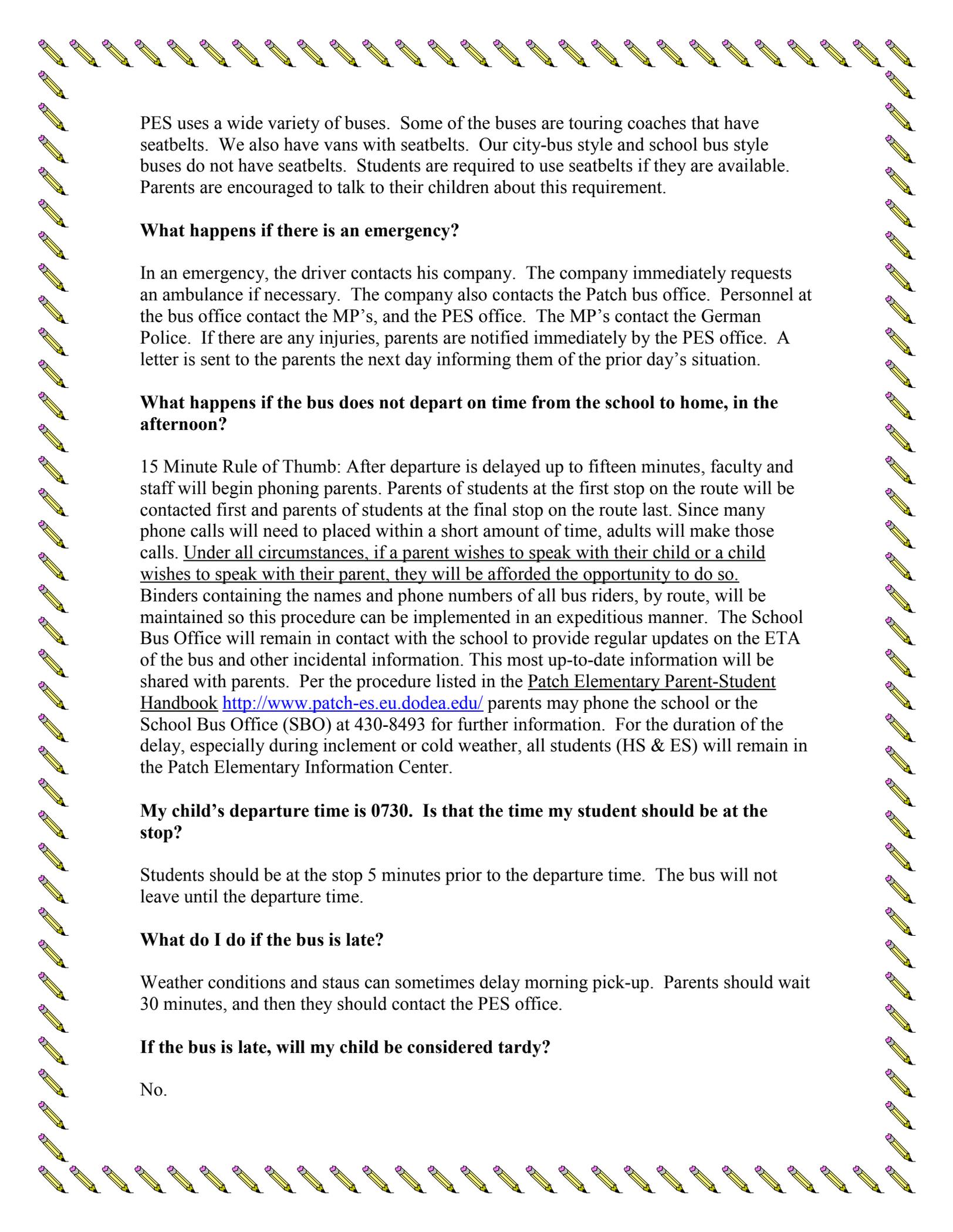
Do I have to be present to pick up my child at the bus stop?

Parents are required for pick up of children in grades K-2.

What if I'm late to the bus stop to pick up my K-2 student?

The bus driver will call his company who will call the bus office. The bus office will call the PES main office who will attempt to contact you using one of the emergency numbers on your emergency notification card.

Are there seatbelts on the buses?



PES uses a wide variety of buses. Some of the buses are touring coaches that have seatbelts. We also have vans with seatbelts. Our city-bus style and school bus style buses do not have seatbelts. Students are required to use seatbelts if they are available. Parents are encouraged to talk to their children about this requirement.

What happens if there is an emergency?

In an emergency, the driver contacts his company. The company immediately requests an ambulance if necessary. The company also contacts the Patch bus office. Personnel at the bus office contact the MP's, and the PES office. The MP's contact the German Police. If there are any injuries, parents are notified immediately by the PES office. A letter is sent to the parents the next day informing them of the prior day's situation.

What happens if the bus does not depart on time from the school to home, in the afternoon?

15 Minute Rule of Thumb: After departure is delayed up to fifteen minutes, faculty and staff will begin phoning parents. Parents of students at the first stop on the route will be contacted first and parents of students at the final stop on the route last. Since many phone calls will need to be placed within a short amount of time, adults will make those calls. Under all circumstances, if a parent wishes to speak with their child or a child wishes to speak with their parent, they will be afforded the opportunity to do so. Binders containing the names and phone numbers of all bus riders, by route, will be maintained so this procedure can be implemented in an expeditious manner. The School Bus Office will remain in contact with the school to provide regular updates on the ETA of the bus and other incidental information. This most up-to-date information will be shared with parents. Per the procedure listed in the Patch Elementary Parent-Student Handbook <http://www.patch-es.eu.dodea.edu/> parents may phone the school or the School Bus Office (SBO) at 430-8493 for further information. For the duration of the delay, especially during inclement or cold weather, all students (HS & ES) will remain in the Patch Elementary Information Center.

My child's departure time is 0730. Is that the time my student should be at the stop?

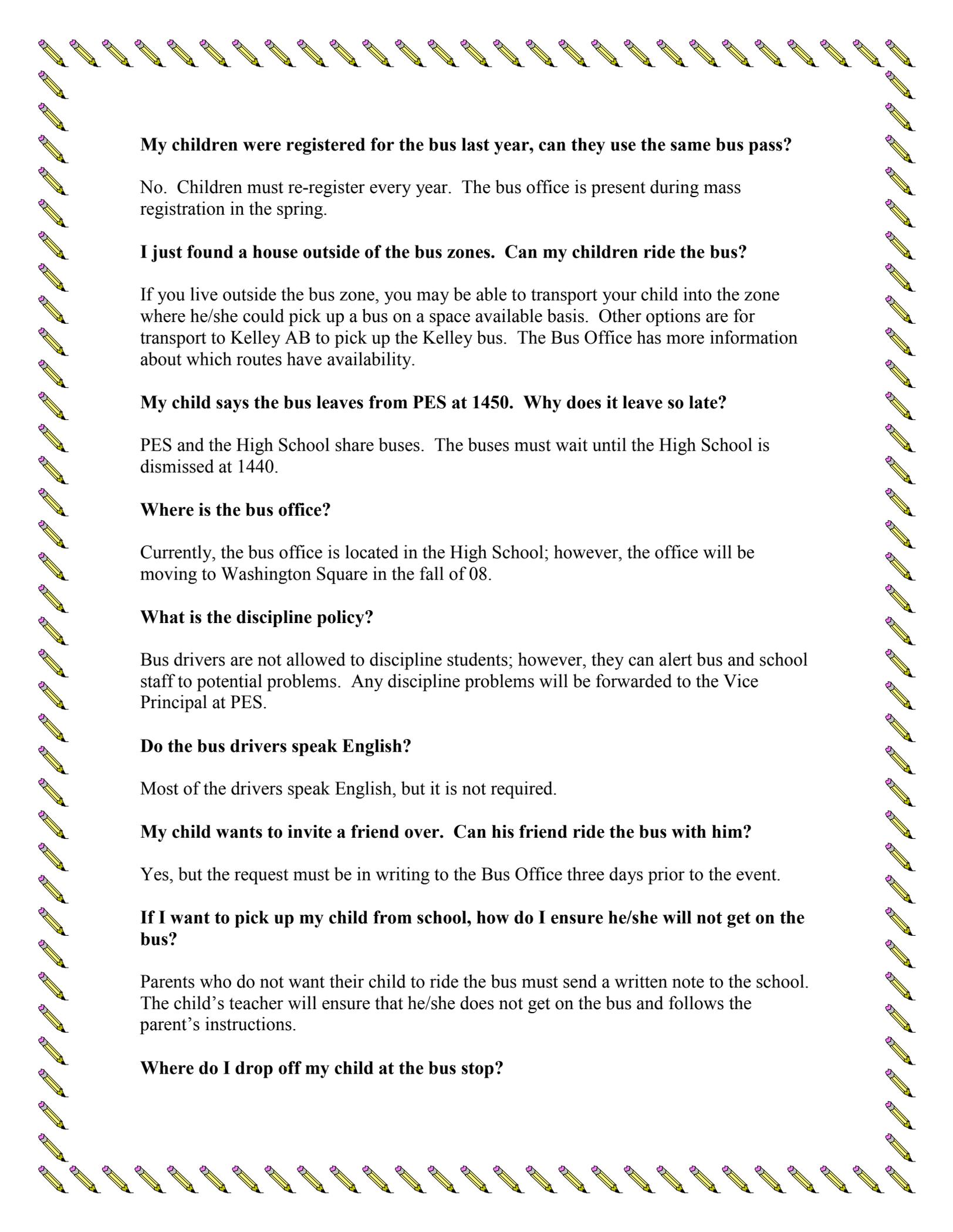
Students should be at the stop 5 minutes prior to the departure time. The bus will not leave until the departure time.

What do I do if the bus is late?

Weather conditions and status can sometimes delay morning pick-up. Parents should wait 30 minutes, and then they should contact the PES office.

If the bus is late, will my child be considered tardy?

No.



My children were registered for the bus last year, can they use the same bus pass?

No. Children must re-register every year. The bus office is present during mass registration in the spring.

I just found a house outside of the bus zones. Can my children ride the bus?

If you live outside the bus zone, you may be able to transport your child into the zone where he/she could pick up a bus on a space available basis. Other options are for transport to Kelley AB to pick up the Kelley bus. The Bus Office has more information about which routes have availability.

My child says the bus leaves from PES at 1450. Why does it leave so late?

PES and the High School share buses. The buses must wait until the High School is dismissed at 1440.

Where is the bus office?

Currently, the bus office is located in the High School; however, the office will be moving to Washington Square in the fall of 08.

What is the discipline policy?

Bus drivers are not allowed to discipline students; however, they can alert bus and school staff to potential problems. Any discipline problems will be forwarded to the Vice Principal at PES.

Do the bus drivers speak English?

Most of the drivers speak English, but it is not required.

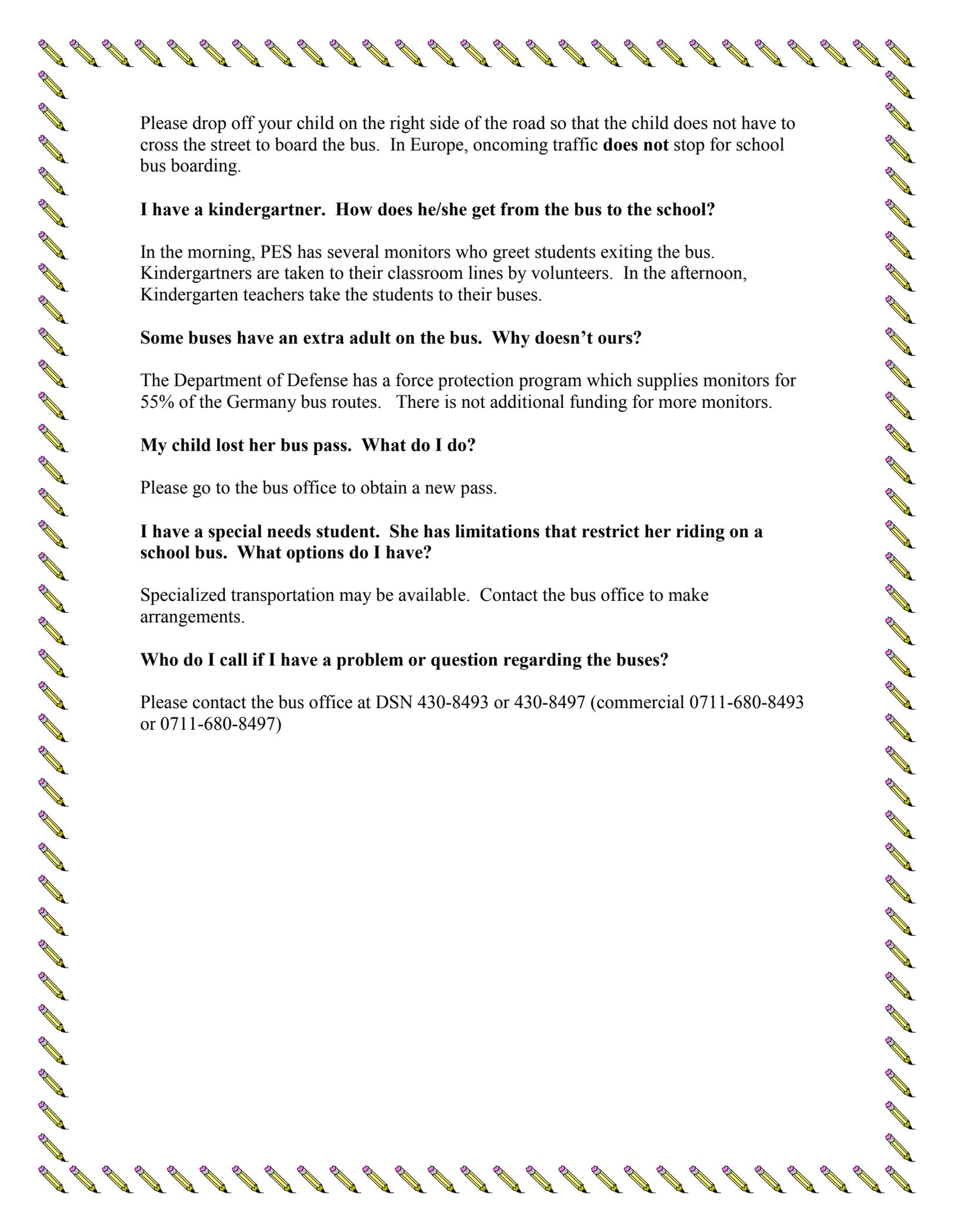
My child wants to invite a friend over. Can his friend ride the bus with him?

Yes, but the request must be in writing to the Bus Office three days prior to the event.

If I want to pick up my child from school, how do I ensure he/she will not get on the bus?

Parents who do not want their child to ride the bus must send a written note to the school. The child's teacher will ensure that he/she does not get on the bus and follows the parent's instructions.

Where do I drop off my child at the bus stop?



Please drop off your child on the right side of the road so that the child does not have to cross the street to board the bus. In Europe, oncoming traffic **does not** stop for school bus boarding.

I have a kindergartner. How does he/she get from the bus to the school?

In the morning, PES has several monitors who greet students exiting the bus. Kindergartners are taken to their classroom lines by volunteers. In the afternoon, Kindergarten teachers take the students to their buses.

Some buses have an extra adult on the bus. Why doesn't ours?

The Department of Defense has a force protection program which supplies monitors for 55% of the Germany bus routes. There is not additional funding for more monitors.

My child lost her bus pass. What do I do?

Please go to the bus office to obtain a new pass.

I have a special needs student. She has limitations that restrict her riding on a school bus. What options do I have?

Specialized transportation may be available. Contact the bus office to make arrangements.

Who do I call if I have a problem or question regarding the buses?

Please contact the bus office at DSN 430-8493 or 430-8497 (commercial 0711-680-8493 or 0711-680-8497)