



**SEEDS Benzie Central Middle School**

**Site Coordinator:** Molly Pavelek

**2022-2023**

SEEDS will be using the Benzie Bus for all field trips and regularly scheduled transportation home from programming.

Bus Drivers adhere to safety rules and regulations set by Benzie Central Schools.

Benzie Bus passes will be provided to students daily.

The following list of rules and policies SEEDS has developed will help to keep students safe at all times:

- Students must stay seated until the bus comes to a complete stop and the driver opens the door.
- Show respect towards the bus driver, fellow students and property while riding the bus.
- There will be no eating on the bus unless given permission by the driver or Site Coordinator.
- Students may not save seats and are prepared to sit two to a seat if necessary.
- Students keep backpacks, feet, and arms inside the seat and out of the aisle.
- Students refrain from shouting or yelling.
- A permission slip must be on file to attend each individual field trip.
- If a field trip runs outside of program hours, parents or guardians will be notified when students are returning to the school building.
- Any adult who is picking up a student from SEEDS is listed on the Child Information Form.
- Staff members will verify Photo ID before releasing a child.
- A SEEDS staff member will always accompany students when walking to the bus. This staff member will have a sign out sheet present and will document each student as he/she boards the bus. An additional staff member and sign out sheet will be kept with those students not riding the bus home.

If either the bus driver or a SEEDS staff member determines a student's behavior has been a continuous disruption while on the bus, he or she will be asked to use an alternative transportation method home, until a written corrective action plan is drawn together between the student, bus driver, site coordinator and a parent.

Additionally, if a student has been suspended during regular school hours from riding the bus, he or she will be unable to ride the bus home from the afterschool program.



Transportation Plan 5a

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My child(ren) will:

please circle one

- Daily ride home provided by Benzie Bus departing from Benzie Central Middle School.
- Picked up by 6:15pm by (a named) person listed on the Child Information Record.

I have read and understand the SEEDS Transportation Policy

Parent or Guardian

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Name(s):

\_\_\_\_\_  
\_\_\_\_\_



SEEDS After School is supported by a grant from the Michigan Dept. of Ed.  
21st Century Community Learning Centers, and from generous support of our community