

# Walking School Bus: Guardian & Student Agreement

Welcome to the Walking School Bus! We're thrilled to have you and your student join us. To ensure a safe and enjoyable journey for everyone, please review these important guidelines. They cover behavior, communication, pick-up, and weather preparedness.

Please initial on the lines below to confirm you and your student have read and understand these safety protocols. If your student can't read, please read the rules to them.

Have questions? Contact Stuart Wood, WSB Coordinator, at [swood@unitedwayracine.org](mailto:swood@unitedwayracine.org) or **262-664-1745**. We're here to help make this a positive experience for all!

## Safety First!

We want every walk to school to be fun and safe. Here's how we'll achieve that together:

1. **Listen to Conductors:** Students should always listen to instructions from their route conductors.
  - Guardian: \_\_\_\_\_ Student: \_\_\_\_\_
2. **Wear Your Vest:** Every student will receive a reflective vest when they join the group. Please wear it until you arrive at school and a conductor says it's okay to take it off.
  - Guardian: \_\_\_\_\_ Student: \_\_\_\_\_
3. **Walk in Line:** Students should walk in a single line. A route leader will be at the front and a conductor at the back to keep everyone safe and supervised.
  - Guardian: \_\_\_\_\_ Student: \_\_\_\_\_
4. **Stay on the Sidewalk:** Students should never step into the street or off the sidewalk unless a route leader gives direct instructions. Please avoid getting close to vehicle paths during the walk.

- Guardian: \_\_\_\_\_ Student: \_\_\_\_\_

5. **Crossing Streets Safely:** When crossing, the route leader will stop the group and enter the street with a stop sign. Once traffic has stopped, the conductor will signal or blow a whistle, and then students can cross. Moving into the street without instructions will be addressed by the WSB Coordinator, and parents may be contacted if it becomes a recurring issue.

- Guardian: \_\_\_\_\_ Student: \_\_\_\_\_

6. **Respecting Others' Safety:** If a student's actions compromise the safety of another student or a route leader, we may contact the guardian via phone, text, or letter. Repeated safety concerns could lead to removal from the program.

- Guardian: \_\_\_\_\_ Student: \_\_\_\_\_

7. **Leave Items on the Ground:** Please help us keep the walk moving smoothly by refraining from picking up garbage, sticks, or other objects from the ground.

- Guardian: \_\_\_\_\_ Student: \_\_\_\_\_

8. **Addressing Concerns:** Any unforeseen safety issues will be discussed with the student, and the guardian will be notified by the WSB coordinator via text, call, or letter.

- Guardian: \_\_\_\_\_ Student: \_\_\_\_\_

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## Communication & Pick-Up

We aim for clear communication and smooth pick-ups to make your mornings easier.

9. **Volunteer with Us!** We kindly ask that each participating family provide one volunteer (age 18+) to walk with us once per school quarter. This can be you, a family member, or a friend who can pass a standard background check. Our Walking School Bus truly relies on our wonderful volunteers! Please contact Stuart Wood within two weeks of signing this form at [swood@unitedwayracine.org](mailto:swood@unitedwayracine.org) or **262-664-1745** to discuss volunteering. For background check questions, contact Leigh Ann Martinez, Community Schools Director, at [lmartinez@unitedwayracine.org](mailto:lmartinez@unitedwayracine.org).

○ Guardian: \_\_\_\_\_ Student: \_\_\_\_\_

10. **Not Attending? Let Us Know!** If your student won't be joining the Walking School Bus on a particular day, please let the WSB coordinator or route conductor know at least one hour before pick-up. If we don't hear from you, or if we're notified less than an hour before, it's considered a "no-call." If a student has three consecutive "no-call, no-shows," they may be removed from the program.

○ Guardian: \_\_\_\_\_ Student: \_\_\_\_\_

11. **Ready for Pick-Up:** Your route conductor will text you shortly before your student's pick-up. Please ensure your student is outside and ready to leave within three minutes of the Walking School Bus arriving.

○ Guardian: \_\_\_\_\_ Student: \_\_\_\_\_

12. **Student Check-In:** Once your student is checked in by the conductor using our app, you'll receive a text or email confirmation that they've entered the school safely.

○ Guardian: \_\_\_\_\_ Student: \_\_\_\_\_

13. **Morning Walks Only:** Please note, the Walking School Bus provides transportation from home to school only. We do not walk students home after school.

○ Guardian: \_\_\_\_\_ Student: \_\_\_\_\_

# Weather Preparedness

We monitor weather conditions closely to ensure student comfort and safety.

14. **Cancellations:** The WSB Coordinator tracks weather forecasts. If severe weather warnings are issued, the Walking School Bus may be canceled. If there is a possibility of cancellation we will notify you by 6 PM the day before via text. Please keep an eye out for these messages.

- Guardian: \_\_\_\_\_ Student: \_\_\_\_\_

15. **Cold Weather Gear:** In colder weather, please dress your student warmly! We suggest a warm winter coat, snow pants, water-resistant and insulated winter boots, a hat, and gloves when temperatures drop below 40 degrees Fahrenheit. If you need help obtaining these items, please contact the WSB Coordinator or your Community School Coordinator (Knapp/Zyaire Strowder at [zstrowder@unitedwayracine.org](mailto:zstrowder@unitedwayracine.org) and Julian Thomas/Fega Coronado at [fcoronado@unitedwayracine.org](mailto:fcoronado@unitedwayracine.org))- we want to make sure your student stays warm and safe!

- Guardian: \_\_\_\_\_ Student: \_\_\_\_\_

16. **Warm Weather Hydration:** On warmer days (over 80 degrees Fahrenheit), it's crucial for students to stay hydrated. We suggest sending a large bottle of water with your student each morning.

- Guardian: \_\_\_\_\_ Student: \_\_\_\_\_

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## Addressing Behavior: A Learning Opportunity

Our goal with our "Three Steps" approach is to provide fair, clear, and consistent guidelines that help students learn and grow.

17. **Step One: A Gentle Reminder** If a student makes a poor behavior choice, we'll address it with them right away. The WSB coordinator will also contact the guardian (phone/text) to let them know it was a first "step." This is a verbal warning, and the student will understand why it occurred. If we can't reach you by phone, we'll send a letter home.

- Guardian: \_\_\_\_\_ Student: \_\_\_\_\_

18. **Step Two: Reflect & Discuss** A second instance will involve a phone call/text to the guardian and a "Behavior Self-Reflection Form." We encourage guardians to help their student complete this form, depending on their age and ability, to encourage reflection on their actions.

- Guardian: \_\_\_\_\_ Student: \_\_\_\_\_

19. **Step Three: Review & Next Steps** A third step will result in a phone call and a letter from United Way of Racine County explaining the situation. Depending on the seriousness of the issue, we may work with the family to help find alternative transportation, though immediate termination from the program is possible for serious concerns.

- Guardian: \_\_\_\_\_ Student: \_\_\_\_\_

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We're here to support you! If you have any questions or concerns, please contact Stuart Wood, WSB Coordinator, at **swood@unitedwayracine.org** or **262-664-1745**. If you're unable to resolve an issue with the WSB Coordinator, you can reach out to Leigh Ann Martínez, Community Schools Director, at **lmartinez@unitedwayracine.org**.

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## **Walking School Bus Student Self-Reflection**

School (circle one): Knapp Elementary School  Julian Thomas Elementary School

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

**What behavior got you into trouble? What did you do.**

**How will you change your behavior? What will you do different next time.**

Guardian \_\_\_\_\_ Student \_\_\_\_\_ Note: Guardians, please feel free to help your student complete the form. Have them share how they feel and what actions they might take to address the situation.