

## **Aoba-Japan International School (Meguro Campus) School Bus Safety Rules and Guidelines**

A-JIS puts a high priority on the safety of all children. For a smooth and safe bus operation, the following rules apply to all A-JIS Meguro students riding the buses. Please read the following rules and guidelines carefully.

### **Precautions for using school buses**

- Students must act with due care in their own safety at the bus stops and wait for the bus on the public road.
- Students must get on and off the bus with courteous and moderate behavior.
- Students should board the bus promptly, take a designated seat and fasten a seat belt in an orderly manner and wait for the departure of the bus.

### **Change of bus route/bus stop**

- Students can get on the school bus ONLY at their registered bus stop.

### **Bus departure time**

- The bus departs at the designated time. Please come to the bus stop well in advance.

### **Contact method**

- Please contact the school directly if there are any notifications regarding the bus ride. To avoid miscommunication, bus attendants or drivers would not be able to accept your requests.
- If your child is not riding the afternoon bus, please notify the school office by 10:00 am on the same day.

### **Contact information:**

**Meguro Campus: Meguro Office** [meguro@aobajapan.jp](mailto:meguro@aobajapan.jp) / 03-4520-2313

- Urgent messages after 5 pm may be sent to the bus directly. Please note that phone calls to the following number is not received before 5 pm.

Meguro Bus 090-3204-6144

## **K2 - K5 Student**

- Parents are responsible to accompany the child to and from the bus stop.
- The bus will depart at the designated departure time to avoid traffic trouble, therefore, can not wait for the picking up person. If the student cannot be handed over to an adult, the student will be brought back to the **Hikarigaoka** campus. The parents are responsible for coming to school at **Hikarigaoka** to pick up their child.

## **Others**

- No visitors, parents/guardians are allowed on the bus.
- Cumbersome objects such as birthday party items or Spring Carnival donations cannot be delivered on the bus. Please keep them in a small-sized hand luggage for the child to carry. Bus attendants cannot take any responsibility for the luggage brought in by students.
- Bus attendant is unable to change students' diapers and clothes on the bus.
- On the Early Release days, the afternoon bus arrives at the bus stops 2 hours before regular scheduled arrival time.

## **【Rules in the bus】**

- Face forward and sit properly.
- Fasten your seatbelts at all times.
- Remain seated while the bus is moving.
- Place bags and parcels next to your seat or on your lap and keep the aisle clear at all times.
- Children are not allowed to open/close windows.
- Talk quietly; the driver needs to concentrate on safe driving. Fighting, shouting or use of obscene language is prohibited. Use gentle hands.
- Students should use respectful language.
- Do not leave private properties on the bus.
- Eating and drinking (apart from water) is not allowed. This rule protects the students, the driver and the attendant from possible food allergies and anaphylaxis, prevents students from choking, and maintains bus cleanliness.
- Always follow the bus driver and bus attendant's instructions.

For students who do not respect the rules and do not improve their behavior, the school will be in contact with teachers and parents and may refuse the further usage of the bus service.