

TO: Elba Public Schools Parents/Guardians of Students who ride an Afternoon Bus Route

FROM: Dr. Dana Wiseman, Superintendent

DATE: April 24, 2025

RE: Afternoon Bus Route Protocol Changes

I hope this note finds you well. I am writing to inform you of an important update regarding our school bus departure procedures, prompted by our continued commitment to student safety and operational efficiency.

**\*Effective immediately, all school buses will depart promptly at 3:50PM. A bell will ring at 3:48PM to remind student riders that the bus is leaving in two minutes.**

To ensure the safety of all students and to maintain fairness for families who consistently adhere to the schedule, we must enforce the following protocols:

**\* If your student misses the bus departure, the parent or guardian is responsible for your student's transportation arrangements home. The bus will NOT turn around once in route.**

I understand that occasional delays can happen; however, our bus drivers are under pressure and must follow schedules. Turning a bus around for late arrivals not only compromises safety but also delays others and creates frustration. Please note that finding and retaining reliable drivers continues to be a challenge, and their time and effort deserve our full support.

We are confident that 3:50PM provides ample time for students to exit their classrooms and board the buses. It is essential that your child makes their way to the bus promptly at the end of the school day to avoid being left behind.

**\*Lastly, if your student is not riding the bus home, we need a parent/guardian signed note or email stating the student will not be riding the bus. We need this note, email, or call 24 hours in advance. If there is an emergency the parent/guardian will need to call the school so that we can plan accordingly.**

Thank you for your cooperation in ensuring a smooth and respectful process for all. If you have any questions or concerns, please feel free to contact the school office or email me at [dana.wiseman@elbaps.org](mailto:dana.wiseman@elbaps.org).