



Dear Parent/Guardian,

All bus routes for the upcoming school year will be under revision this summer to enhance safety and efficiency. Please read this letter carefully. If you have any questions, contact us at:  
bmazzella@ridesta.com | ldimatteo@ridesta.com

### **Transportation Eligibility Guidelines (per PA State School Bus Transportation Policy):**

- **Springfield High School:** Students residing 1.5 miles or more from the school
- **ETR Middle School:** Students residing 1 mile or more from the school
- **Sabold & Scenic Elementary:** Students residing 1 mile or more from either school
- **SLC Elementary (Grade 1):** Students residing 1 mile or more from SLC

(All distances determined by STA routing software and GPS mapping.)

**Note:** SLC, Sabold, and Scenic Elementary routes will be combined again this year in the morning and afternoon. In the afternoon, first grade students who ride the bus will travel to their neighborhood school (Sabold or Scenic Hills) for a transfer bus with students in grades 2-5. A parent, older sibling, or chaperone is required to meet first grade students at the bus stop for dismissal.

### **Additional Guidelines**

- Per PA law, a school district may require students to walk up to 1.5 miles to a bus stop. This distance is measured via public roads and does not include private lanes, driveways, or walkways.
- **We do not provide transportation for Kindergarten students.**
- All stops will be **corner stops**, unless:
  - The student has an IEP that requires door-to-door service
  - You live on a hazardous roadway, as designated by the state, township, or district
- Requested changes to stops may take **3–5 business days** to process. Your patience is appreciated.

We take pride in the safety record of our school buses and the professionalism of our transportation team.

### **Help Us Keep Your Child Safe:**

- Provide your child with a **backpack**. Loose items pose a hazard during boarding and exiting.
- Remove long **drawstrings** or dangling items from clothing that could catch in the bus door.
- Ensure your child arrives at the **bus stop approximately 10 minutes early**. Late arrivals may attempt to chase the bus, creating dangerous situations.
- Students should wait in an **orderly fashion** away from the roadway until the bus comes to a full stop.
- Wait for the **driver's signal** before boarding. Children should board in a single file line.
- Teach your child to **remain seated, facing forward**, and to speak quietly while on the bus.
- If your child ever feels unsafe at the stop or during the ride, **contact our transportation department directly**. Please do not address concerns with the driver at the stop.

In case of delays or closures due to weather, please be patient and understanding.  
We are committed to the safety of your child and all children in our community.

Sincerely,

**Briana Mazzella**

Terminal Manager

531 Eagle Road, Springfield, PA 19064

484-472-6750 | 484-472-6937

**Laura Dimatteo**

Dispatcher, STA Springfield

484-472-6750



## **Bus Rules & Safety Information**

To ensure safety and cooperation, we ask all families to review the following rules with their children at the start of the school year and periodically thereafter.

### **General Bus Rules:**

- Students must be ready at the stop **10 minutes before the scheduled time** (this time will decrease after the first few weeks after we improve the efficiency of the routes). The driver cannot wait for late students.
- **Grade 1 students** will only be released if a **parent, older sibling, or approved guardian is visibly present**. If not, the child will be returned to school.
- Wait at least **10 feet from the road** until the bus comes to a complete stop.
- Board the bus in **single file** without pushing or shoving. Younger students should board first when possible.
- Students must be **picked up and dropped off only at their assigned stop** unless prior approval is obtained through the school office.
- Address or stop changes must be communicated through your **school office and/or the STA terminal**, not the driver. Drivers cannot alter stops or routes.

### **Behavior Expectations:**

- Prepare to disembark by gathering belongings before your stop. Remain seated until the bus stops completely.
- The bus is an **extension of the classroom**. Students must behave respectfully and follow the driver's instructions.
- Loud or disruptive behavior (yelling, whistling, etc.) is not allowed as it distracts the driver. Quiet conversation is acceptable.
- Always keep all body parts and belongings inside the bus. Throwing objects from the bus is strictly prohibited and will result in a bus suspension.
- **No eating, drinking, gum, or snacks** are permitted. This prevents choking and protects children with allergies.
- **Prohibited items include:** animals, oversized objects (cannot fit on lap), glass items, balloons, weapons, laser pointers, or any dangerous materials.

### **Discipline and Reporting:**

- Unsafe or inappropriate behavior will be reported to the Terminal Manager, school principal, and parents.
  - Repeated or serious offenses will result in suspension from bus services.
  - For behavioral concerns, please contact your school office.
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## Transportation Requests

All transportation requests or concerns must be submitted via email:  
bmazzella@ridesta.com | ldimatteo@ridesta.com

Thank You,

*Briana Mazzella*

**Terminal Manager**

531 Eagle Road

Springfield, PA 19064

484-472-6750 Office

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