

Walking School Bus Meeting Reference Guide

Topics for Discussion

Consider the following topics at your meeting. Agreements on arrangements will depend on the structure and formalities of your group. Add in your own topic ideas for a list that suits your needs.

- Route including stops
- Pick-up and drop-off times
- Expectations
- Rules
- Volunteer Schedule
- Emergency Situations
ex. walk leader unable to pick-up students or parent not at drop-off stop
- Contact list (consider a phone tree)
- Road safety/concerns
- Wagon for heavy items

Annual Activities

Re-introduce the bus at the beginning of every school year (and spring) by reminding parents via phone, email or sending out a notice in the newsletter to notify potential new participants.

Consider organizing carpools during the colder months with the same route and stops as your walking school bus.

Celebrations and incentives recognize the students' and volunteers' accomplishments.

Day to Day

Before School

- Children are picked up at designated spots along route at specific times
- Make arrangements if children need to be met by the teacher or escorted to their classroom

After School

- Children are picked up at a central meeting location on school grounds
- Make arrangements for how children are dropped off

