**[INSERT ORGANIZATION LOGO]**

**[INSERT DATE]**

**Dear [School Bus Drivers/Transportation Team/Name of School District],**

During National School Bus Safety Week, October 19–23, 2026, **[INSERT ORGANIZATION NAME]** is proud to recognize the school bus drivers and transportation professionals who help students travel safely each day.

This year's theme, **"Safe Rides, Everyday Heroes,"** is a fitting tribute to the essential role you play. Your work extends far beyond driving a bus. You welcome students, earn their trust, remain alert to potential dangers, and make countless safety decisions along every route. For many children, you are the first familiar face they see in the morning and one of the last they see at the end of the school day.

School buses remain one of the safest ways for children to travel to and from school. However, students are especially vulnerable when approaching, boarding, or exiting a bus. Your vigilance, particularly in the school bus "Danger Zone," helps protect children during these critical moments.

National School Bus Safety Week also reminds every motorist of their responsibility to:

- Slow down and remain alert near school buses and bus stops.
- Prepare to stop when a school bus activates its yellow flashing lights.
- Come to a complete stop when the red lights are flashing and the stop-arm is extended.
- Remain stopped until the red lights are turned off, the stop-arm is withdrawn, and the bus begins moving.
- Never pass a school bus on the right, where children enter and exit.

**[OPTIONAL: INSERT LOCAL OR STATE SCHOOL BUS SAFETY STATISTIC, MESSAGE, OR INITIATIVE.]**

Thank you for the patience, care, professionalism, and commitment you bring to your work. Your dedication helps make every ride safer and reinforces an important message throughout our community: protecting students is a shared responsibility.

This National School Bus Safety Week, and throughout the year, we are proud to recognize you as the everyday heroes behind every safe ride.

**With sincere appreciation,**

**[INSERT NAME]**, **[INSERT TITLE]**
**[INSERT ORGANIZATION]**
**[INSERT EMAIL ADDRESS]**
**[INSERT PHONE NUMBER]**
**[INSERT WEBSITE]**