



SCHOOL BUS POLICY

Rule of Conduct

Waiting to board the bus:

- All bus drivers are expected to arrive at each designated stop on time, unless there are uncontrollable factors (mechanical problems, weather, or other unforeseen events).
- Because school buses operate on a very tight schedule, students should get ready fifteen minutes ahead of the bus. Each student should be on time; bus drivers will not wait for those who are late unless it's raining.
- While waiting for the bus, students should sit patiently, either reading or doing something meaningful.
- Students should wait in an orderly manner, remain in a line at least twelve feet from the bus when it stops to pick up passengers, and should move toward the bus only after the driver signals them to do so.
- Students should not push, jump line or shout while waiting or entering the bus.
- Students may ride only the bus they are regularly assigned.
- Students are prohibited from bringing the following items on the bus: drinks/food, glass containers, weapons, balloons, biscuits, sweet/candy.
- Passengers are to be seated immediately and remain seated while the bus is in motion.

Riding the School Bus:

- The driver of a school bus is in complete charge of the passengers while they are aboard the bus and should be given the same respect as a classroom teacher. Complaints against a driver should be directed to the transportation office.
- Drivers are not allowed to play any music while riding with student.
- Students should conduct themselves in an acceptable manner at all times. Profanity, obscene gestures, horseplay, throwing objects, fighting, and



boisterous or other improper conduct will not be tolerated. classroom behaviours will be observed.

- Students will occupy the seat assigned to them by the driver. All students will have assigned seats and will be required to furnish information for a bus roster. Once seats are assigned, students may be held accountable for damage.
- The aisle of the bus must remain free of bags, books and other objects.
- Passengers should keep their arms, head, or other parts of the body inside the bus at all times.
- The driver's view--of the passengers and to the outside of the bus--must remain unobstructed.
- Students should refrain from talking to a driver except in an emergency.
- Passengers should not tamper with fire extinguisher, or other safety equipment on the bus.
- Students should assist the driver in keeping the bus clean by discarding trash in an appropriate trash receptacle.
- Students found responsible for damage, defacement, or vandalism will be charged for the damages in conjunction with other disciplinary action.
- Passengers should show respect for motorists or pedestrians on the route.
- Eating, drinking, chewing gum and using tobacco products are prohibited on school buses.
- All students should have a completed School Bus Rider Data Card.

Leaving the Bus:

- Students should remain seated until the bus comes to a complete stop. Upon arrival at school; students in the front seats will leave the bus first and all will exit in an orderly manner.
- Passengers are allowed to leave the bus only at regular designated stops.
- After exiting the bus, students who must cross the highway should go about twelve feet to the front of the bus and wait until the driver signals them to cross. All students should promptly move away from the bus after exiting and should never go back toward the bus once the driver has broken visual contact with them. Following these instructions saves lives.

General Information:



- If parents request a drop off other than the normal stop, they must make this request in writing. The new stop location must be within the child's assigned stop zone.
- Complaints or safety concerns regarding a bus or bus driver should be made to the Transportation Office or the school head.
- All school buses are equipped with a video and audio recording device which can be used to monitor passenger and bus activity. Student behavior on the bus and the driver's management of the behavior are key elements for a safe bus ride. The video/audio recorder on a school bus is an aid to monitor discipline. Requests to review recordings will be granted when there is "just cause" and with the intent of observing and resolving a particular problem or situation. Viewings will be conducted only within the presence of a school administrator.
- These regulations were established for the protection of students, school officials, school property and the motoring public. Students who fail to follow these rules could lose the privilege to ride any of our buses. When, in the judgment of school officials, any bus student's behavior endangers the lives of other bus students and the motoring public, then that student can be immediately removed from the bus. Bus privileges will remain suspended until the student has had a conference with the school head.
- Bus drivers cannot suspend a student from riding the bus. Only the head of the school or the transportation director can make this decision.



- All students are subject to transportation laws, rules, and regulations from the time they board a school bus until the bus route is completed or until the students arrive at their normal destinations, either home or school
- Parents or guardians are responsible for the safety, conduct, and the timely arrival of their children to, from, and at the designated stop. Parents should make sure that there is someone at the designated stop to receive student after school. The driver will return any student whose guardian is not available to receive him/her back to the school and the parent will have to pay extra amount to transport the student back to the designated stop
- Parents should report all misconduct on school buses to the school head.

- Parents should report all traffic hazards, unsafe driving practices on the part of the driver, etc., to the School Head or Transportation Office.

- Parents should encourage students to observe all safety and conduct regulations established for the safe and efficient operation of the school bus and stress the importance of good behavior on the buses.

- Parents are not allowed to board a school bus for any reason. Should a parent need to have a conversation with a driver, you are encouraged to make an appointment with the driver and the driver's supervisor.

