

BUS CONDUCTREGULATIONS FOR STUDENTS RIDING SCHOOL BUSES AND VANS

Transportation is provided for students according to Norwich Board of Education Guidelines. Proper conduct is expected by each student, from time of arrival at the bus stop in his/her neighborhood until the student reaches the school, and from the time the student leaves school at the end of the day until arrival at his/her neighborhood bus stop. Parents are responsible for their children's behavior on buses and vans.

The safety of children is the prime concern of all persons involved in providing safe and efficient transportation to and from school. As in all instances where persons gather in groups, some regulatory controls must apply in order to preserve the rights and safety to all. The enforcement of necessary regulations relating to transportation rests with at least three different agencies: the school, the transportation contractor, and the home.

The following safety rules and general guidelines are expected to be followed by all students riding school buses/vehicles:

- A. Students will be at their transportation stop in ample time (no more than 10 minutes before the bus/vehicle arrives).
- B. Students will respect private property (e.g. homeowners' property, business property).
- C. Students will stay out of the road at all times while waiting for the bus/vehicle.
- D. Students will approach the bus/vehicle only after it has stopped.
- E. Students will be courteous to others; do not push or crowd.
- F. Students will remind the driver when it is necessary for them to cross the street. The student will cross at least ten (10) feet in front of the bus/vehicle making sure that the student is in sight of the bus driver. The student will look both ways to make sure that nothing is coming in either direction before stepping into the street and before crossing the last half of the street.

The following code of necessary behavior has been developed for the purpose of promoting bus and special education transportation safety to its highest degree. Consistent compliance with this code of behavior will encourage safe and satisfactory operation of our transportation system.

- 1. The operator is in entire charge of the bus/vehicle, and is responsible to the contractor and the board of education for the safety and conduct of the passengers.
- 2. All passengers will follow the instructions issued by the driver for loading, unloading, and personal conduct.
- 3. Passengers will enter or leave the bus/vehicle at the designated stops. No pupil will be discharged from the bus/vehicle at any point along the bus/vehicle route other

than his/her own bus/vehicle stop, unless he/she has written permission from parent or guardian and the request has been approved by the principal or designee, and communicated to the bus/vehicle operator.

4. Students will enter and leave the bus/vehicle in an orderly manner, without pushing, crowding, loud talking, or horseplay.
5. There will be no changing of seats while the bus/vehicle is in motion.
6. There will be no interference with anyone passing to and from his/her seat.
7. There will be no loud talking, singing, or excessive noise of any kind.
8. There will be no smoking or igniting of any materials on the bus/vehicle.
9. There will be no profanity, vulgar language, or rude gestures permitted on the bus/vehicle.
10. There will be no inappropriate gestures made or verbal harassment toward pedestrians or people in passing vehicles.
11. There will be no throwing of anything on the bus/vehicle and from the bus/vehicle, nor will anything be propelled by elastic bands or any other means.
12. Students may not place any part of their body or propel any object out of the window of the vehicle.
13. There will be no fighting on the bus/vehicle.
14. Eating or drinking of beverages will not be permitted on the bus/vehicle.
15. There will be no possession of dangerous implements or weapons on the bus/vehicle.
16. There will be no opening or closing of windows unless specifically directed by the bus/vehicle driver.
17. The student, or students, who are responsible for ripping seats, breaking windows, defacing the bus/vehicle with markings, and for damage to the mechanical equipment of the bus/vehicle, will be held liable by the bus contract or for the cost of repairs to the bus/vehicle.
18. Students are to maintain proper behavior at the bus stops. Fighting, throwing things (snow balls, rocks, etc.) will not be tolerated.

Parents are liable for damages incurred by their child/children.

Students who violate school/vehicle rules and regulations will be subject to disciplinary action.

Individuals in violation of these bus misconduct rules are subject to the following measures:

1. Verbal warning or written warning; assigned seat on the bus; and loss of bus privilege for up to and including 10 days, as imposed by the principal or his/her designee.
2. Serious misconduct or continuous misconduct as determined by the bus driver will be reported to the principal or designee in written form, dated and signed by the bus driver.
3. The principal or designee will meet with the student and determine disciplinary action. Warning and suspension notices will be mailed home. Where possible, parents will also be contacted by telephone for incidents requiring suspension of bus privileges.
4. Misconduct on the bus or at any bus stop may also be grounds for expulsion from school pursuant to Board Policy 5114.

The principal or designee may use the following guidelines for bus misconduct for the academic year:

_____ First offense - Up to 3 day suspension from transportation privileges;

Second offense - Up to 5 day suspension from transportation privileges;

Third offense - Up to 10 day suspension from transportation privileges.

Any action which results in endangering the safety of any individuals on the bus, including the bus driver, may result in revocation of bus privileges or other disciplinary action, in accordance with the Student Discipline policy of the Board of Education.

In all cases, decisions will be made according to the severity of the offense and administrative discretion will prevail.

In cases where Connecticut statute has been violated, the Norwich Police Department will be notified.

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NORWICH PUBLIC SCHOOLS
Norwich, Connecticut