

DETROIT LAKES PUBLIC SCHOOLS



Student Bus Conduct Policies and Procedures

INTRODUCTION

Detroit Lakes Public Schools Transportation Department is dedicated to safe, efficient transportation of students in order to support the advancement of their education. In this way the school bus is an extension of the educational service offered by the School District, and as such, the School District's general student behavior rules apply on the school bus and each school principal is responsible for discipline on the bus for his/her school's students.

Transportation is a privilege of each student, not a right, and we want our students and their parents to know what they can do to maintain their student(s) riding privileges.

RULES AT THE BUS STOP

ARRIVE EARLY

Students should be at bus stop 5 minutes before scheduled pick-up time

BE RESPECTFUL OF OTHERS AND PROPERTY

Students should wait in an orderly fashion at the bus stop.

Language should be polite and volume should be kept down.

STAND BACK FROM ROADWAY

Students should wait 10 feet from edge of roadways.

Watch for signal from bus driver that it is safe to

CROSS STREET WHEN DRIVER SIGNALS TO DO SO cross the road.

Look both ways before crossing street.

Always cross the street in front of the bus so that student and driver can see each other.

If more than one student is crossing the street, all students should cross together.

IF BUS DRIVER HONKS BUS HORN, RETURN TO WHERE YOU STARTED

Honking the horn is an indicator to the student that a car is coming that is not stopping.

WHEN LOADING this means return to bus stop waiting area.

WHEN UNLOADING this means return to bus stair well.

For the safety of students, the following is recommended but not enforced:

WEAR SAFE CLOTHING

Wear clothing and shoes that will protect from the weather.

Bright, reflective outerwear makes students visible to drivers.

Long scarves or garments that have long drawstrings can get tangled with bus.

CARRY BELONGINGS IN BACKPACK OR BAG

This will keep belongings from falling under the school bus.

LOADING/UNLOADING

ALWAYS USE THE HANDRAIL

This helps students avoid slipping down the stairs when they are wet due to rain or snow.

TAKE YOUR SEAT QUICKLY AFTER LOADING ONTO THE BUS

STAY SEATED UNTIL THE BUS HAS COME TO A COMPLETE STOP WHEN UNLOADING

Have your belongings ready before you reach your stop in order to leave bus quickly.

AT NO TIME is the possession or use of alcohol, tobacco, weapons, illegal or flammable substances, or pornographic materials allowed at bus stops or on school buses.

EXPECTATIONS ON THE BUS

Bus rider expectations are posted on all Detroit Lakes school buses:

Laker Pride - Bus Rules	
L	isten to and follow driver instructions
A	lways stay seated and inside the bus
K	eeep noise levels down
E	at and drink when off the bus
R	espect others and their property

The same guidelines for maintaining noise levels in the school are to be used on the bus:

Laker Pride - Bus Voice Levels			
3	Shouting	Can be heard by most of the bus Emergency Only	
2	Talking	Can be heard one seat in front, behind or next to you	
1	Whispering	Can be heard by seat partner	
0	Silent	No talking so driver or riders can listen	

CAMERA SURVEILLANCE ON SCHOOL BUSES

All Detroit Lakes school buses are equipped with electronic audio and video recording devices. Recordings from these devices may be made accessible to person(s) appearing on the recording, school employees whose work assignments reasonably require access to the information on the recording, and any other person or entity authorized by law to have access to the information, including but not limited to, law enforcement agencies.

CONSEQUENCES

Consequences for rider misconduct will be imposed by the School District under adopted administrative discipline procedures. All school bus/bus stop misconduct will be reported to the Transportation Director and the appropriate school officials. Disciplinary action will be at the discretion of the school officials after meeting with student and investigating the situation.

ELEMENTARY (GRADES K-5)

- 1st OFFENSE: Written warning to parent from the principal
- 2nd OFFENSE: 3 school-day suspension from riding the bus and conference with parent
- 3rd OFFENSE: 5 school-day suspension from riding the bus and conference with parent, child, driver, principal, IEP Team (if applicable), and scheduled school bus safety re-training
- 4th OFFENSE: 10 school-day suspension from riding the bus, conference with parent and principal

SECONDARY (GRADE 6-12)

- 1st OFFENSE: Written warning to parent from the principal
- 2nd OFFENSE: 5 school-day bus riding suspension
- 3rd OFFENSE: 10 school-day bus riding suspension
- 4th OFFENSE: 20 school-day bus riding suspension and conference with parent and principal
- 5th OFFENSE: Bus riding suspension for remainder of school year

When a student goes 60 calendar days without a report and following completion of prior consequences for misbehavior, consequences start over at the first offense.

Parents will be responsible for transporting to and from school students whose riding privileges are suspended. Bus suspension will not be treated as an excused absence.

Students will be responsible for damage to property. Failure to pay (or make arrangements to pay) within two weeks will result in the loss of bus privileges until damages are paid.

Based on the nature or magnitude of a student's misconduct additional or more serious consequences may be imposed at any time including, but not limited to, immediate or extended bus privilege suspension, in-school suspension, withholding school activity privileges, suspension or expulsion from school.

Incidents involving criminal conduct (e.g. assault, weapon possession, vandalism) will be reported to proper school district personnel and law enforcement officials.

REPORTING ISSUES ON THE BUS

Students who are being harassed or bullied by others on the bus should report this their bus driver, teacher, or principal as soon as possible. A school official will take immediate steps to investigate the issue.

If your student does not feel comfortable speaking with a school official, parents should contact the school principal or Transportation Department. The following information is very important when reporting an incident of harassment or bullying:

- Who is doing the harassing/bullying (if the name is not available, where the student goes to school and where his/her bus stop is can be very useful)
- Who is being harassed/bullied if your student is reporting it for another student
- What exactly is being done or said
- If it is happening at the bus stop, on the bus, or at school
- Where on the bus it happened (front, middle, back, driver's side, door side, etc.)
- Where along the bus route it is happening

Parents who meet the bus to discuss the issue with the driver or confront the suspected harasser/bully will be directed by the driver to contact his/her supervisor, the school principal, or the Transportation Department to report and discuss the issue.

NEVER ATTEMPT TO BOARD THE BUS TO DISCUSS A BUS ISSUE. Effective August 1, 2017, "A person who boards a school bus when the bus is on its route or otherwise in operation, or while it has pupils on it, and who refuses to leave the bus on demand of the bus operator [driver], is guilty of a misdemeanor." – Minnesota Statute 609.605, Subd. 4a (c). Any person violating this law will be reported to the local authorities for trespassing on school property.

Parents, please read and discuss student bus conduct with your child(ren).

If you have any questions, please contact:

- Your building principal
- DLPS Transportation Department 218-847-9271 Any bus issue, Buses 51-59
- Olander Bus Service 218-847-7533 Buses 1-20
- Schultz Bus Company 218-847-9266 Buses 21-32