

STUDENT TRANSPORTATION **DISCIPLINE POLICY**

Expected Bus Behavior

- ✓ Follow posted Bus Expectations in bus.
- ✓ Wait at the bus stop 10 feet from the roadway. Do not approach the bus until the driver opens the door.
- ✓ Wait for the driver's signal before crossing the road. Only cross in front of the bus.
- ✓ Students are expected to go directly home from the bus stop.

Transportation Center

(509) 222 5299

622 N. Kellogg St.
Kennewick, WA 99336



Kennewick School District Bus Discipline Policy

Appropriate student behavior on the bus is critical in maintaining a safe environment for all students riding the bus. KSD has developed a progressive disciplinary policy for transporting students on our buses. School administrators will be notified of all bus written incidents.

Minor Offense Definition

These are examples of possible infractions that would warrant a minor ticket. There may be other minor infractions that are not listed here.

- Throwing objects out the window
- Moving seats while bus is in motion
- Yelling, pushing or shoving, throwing paper or littering on the bus, etc.
- Refusal to look at the driver and wait for the signal to cross the roadway

1st Written Warning for Minor Offenses

Driver will send home a "Behavior Alert" or email parent/guardian about behavior issues.

2nd Written Warning for Minor Offenses

Driver will issue a Bus Conduct Report. A letter from transportation administrator will be mailed/emailed home with behavior details. An in-school consequence maybe imposed.

3rd Written Warning for Minor Offense (Bus Suspension)

HS-3 day, MS-2 day, Elem-1 day bus suspension of transportation riding privileges.

Driver will issue a Bus Conduct Report including transportation administration signature. School Administrator / SRO will call or email parent/guardian with behavior details and determine bus suspension date(s).

Incidents are cumulative; A series of minor infractions with or without continual behavior issues, may result in more serious consequences with a Major Written Warning Notice and bus suspension.

Progressive discipline may continue up to and including HS-40 day, MS-30 day, Elem-20 day bus suspension, and also may progress up until the end of the semester/trimester or school year.

Major Offense Definition

This is an example of possible infractions that would warrant a major Offense. There may be other infractions that are deemed as Major depending on their severity.

- Assault/Fighting
- Explosives/Weapons
- Extortion (coercing money or property)
- Failure to identify oneself
- Profanity or profane gestures
- Spraying perfume/cologne, etc.
- Possession/Distribution of tobacco products, drugs, drug paraphernalia or alcohol
- Harassment/Intimidation/Bullying
- Refusal to comply with a reasonable driver request
- Theft of school or personal property
- Departing at an unauthorized bus stop
- Any action that creates an unsafe, hostile, or disruptive environment on the bus or off the bus for themselves and others.

1st Written Warning / Bus Suspension

HS-5 day, MS-4 day, Elem-3 day bus suspension Driver will issue Bus Conduct Report and have transportation administrator approval prior to sending information to appropriate school. School Administrator / SRO will call or email parent/guardian to determine bus suspension dates.

2nd Written Warning / Bus Suspension

HS-20 day, MS-15 day, Elem-10 day bus suspension of transportation privileges and same procedure as 1st Offense.

3rd Written Warning / Bus Suspension

HS-40 day, MS-30 day, Elem-20 day bus suspension of transportation privileges and same procedure as 1st Offense.

4th Written Warning / Bus Suspension

Remaining school semester/trimester or remaining school year bus suspension of transportation privileges and same procedure as 1st Offense.

The Transportation Department reserves the right to bypass procedure steps on either minor or major incidents and apply consequences (including bus suspensions) based on the severity and continual behavior(s) of the student's conduct.

A first referral for any behavior deemed to "**Endanger the driver and/or other students on the bus**" will result in suspension from the bus and/or school for the remainder of the current semester/trimester (min. 20 days) or remainder of the school year.

KSD Transportation is a privilege and students may be removed if they are not meeting bus expectations.

Students with an IEP may be excluded from this policy.

Student Information

Please fill out student information so that we may update name lists.

In an emergency it is very important that we have current information.

Name

School

Bus Stop

Route #

Grade

Birthday

Phone Number

You and your child's signature indicate that you have read and understand the KSD Student Transportation Discipline Policy.

Parent Signature

Student Signature

**Return to the bus driver
ASAP**