

**IMPORTANT - READ AND SIGN THE LAST PAGE**

**PORTLAND PUBLIC SCHOOLS**

**SCHOOL BUS CONDUCT AND SAFETY INSTRUCTIONS**

Safety Instructions and Behavior Rules for School Bus Riders

Permission for any student to ride in a school bus is a **PRIVILEGE, NOT A RIGHT**. The safety and welfare of student riders depends on proper behavior and observance of the following rules and regulations. Any pupil who violates any of these rules will be reported to the proper authority and his/her privilege of transportation may be denied. These rules apply to STUDENT ACTIVITY TRIPS as well as regular bus routes to and from school.

- A. The DRIVER is in FULL charge of the bus and its passengers and has authority to enforce all the rules. Respect the authority of the driver by obeying promptly and courteously. Students are to refrain from unnecessary conversation with the driver.
- B. BE ON TIME AT THE BUS STOP or loading station. The BUS WILL NOT WAIT for those who are tardy. DO NOT run after the bus if you are late. Drivers have been instructed NOT TO STOP for anyone running after a bus.
- C. Wait for the bus to come to a COMPLETE halt before trying to board or depart. If you must CROSS THE ROAD, wait for the DRIVER TO SIGNAL you across with his/her hand when he/she has determined all traffic has stopped. ALWAYS cross at least ten (10) feet in front of the bus, whether boarding or departing.
- D. After boarding the bus, sit down and remain seated until the bus reaches your stop. IF THE DRIVER ASSIGNS SEATS, students will sit in the seats assigned to them.
- E. NO fighting, pushing tripping, kicking, etc. will be tolerated on the bus.
- F. NO student will be allowed to use tobacco, drugs, alcohol, or light matches or lighters on the bus.
- G. NO loud or boisterous speech, swearing or shouting in the bus or out the windows will be allowed. Rude and abusive language will not be tolerated.
- H. DO NOT sit with more than the proper number in one seat.
- I. DO NOT extend any part of your body out the bus windows.
- J. DO NOT throw anything in or out of the bus window.
- K. DO NOT eat or drink on the bus.
- L. DO NOT bring live animals, reptiles, insects, etc. on the bus.
- M. DO NOT bring fire arms, knives, explosives devices, fire crackers or other dangerous materials aboard the bus. Such ITEMS WILL BE CONFISCATED and appropriate discipline will follow.

- N. **TREAT THE BUS WITH RESPECT. ANY DAMAGES TO THE BUS WILL BE PAID FOR BY THE STUDENT OR HIS/HER PARENTS. ALL ACTS OF VANDALISM WILL BE HANDLED UNDER THE SCHOOL VANDALISM POLICY.**
- O. Keep the aisle clear. Store personal items on your lap or under the seat.
- P. Keep the bus clean. A waste container is provided at the front of the bus for all refuse. Use this container when boarding or departing the bus only.
- Q. USE HANDRAILS when boarding or departing the bus.
- R. In the morning, students will be discharged ONLY at their regularly designated school stop. NO student will be allowed to get off at ANY OTHER PLACE.
- S. In the afternoon, students will be discharged ONLY at their homes or regularly designated stops. If other arrangements must be made, a NOTE OF PARENTAL PERMISSION must be presented to the PRINCIPAL prior to such needed change. The PRINCIPAL will then notify the TRANSPORTATION OFFICE. If such change is on a permanent basis, a parental release form must be on file with the TRANSPORTATION OFFICE.
- T. Students transported to an athletic, academic, or co-curricular activity will return to the point of departure on the bus. Rare exceptions may be made for return with parents - **and only parents.**

In summary, no distracting or dangerous activity will be allowed on the bus.

**PORTLAND PUBLIC SCHOOLS  
STUDENT BUS CONDUCT CODE**

**GRADES 3 - 12**

I, the undersigned, have read and understand fully, the attached Student Bus Conduct and Safety Instructions of the Portland Public Schools and agree to obey it. I have also read and fully understand the attached Discipline Process.

Student  
Signature\_\_\_\_\_

Date\_\_\_\_\_

**GRADES EK - 2**

I, the parent or guardian, have read and understand fully the attached Student Bus Conduct and Safety Instructions and agree to the provisions contained therein. I have also read and fully understand the Discipline Process. As a parent or guardian of a student in Grades EK - 2, I have discussed bus safety and the rules with my child and will review them on a regular basis.

Parent or Guardian  
Signature\_\_\_\_\_

Date\_\_\_\_\_

This statement must be signed, and returned to the Principal, by the students (10th) tenth day of riding a Portland school bus. Failure to do so may result in the termination of your child's privileges.

**This statement will be kept on file in the student's cumulative folder.**