

Pittsburg Community Schools Transportation Rules and Discipline Matrix

Pittsburg Community Schools is committed to creating a safe, positive learning environment for all our students. To ensure the safety of our students, the Transportation Department along with USD 250 has developed the following guidelines.

RULES AND REGULATIONS FOR STUDENTS RIDING SCHOOL BUSES:

1. The driver is in full charge of the bus and students. The students must obey the driver promptly and willingly.
2. School and district rules/regulations apply on the school buses.
3. Students shall ride their regularly assigned bus at all times, unless permission has been granted by the school.
4. Students must not stand or play in the roadway while waiting for the bus.
5. Students should leave home early enough to arrive at the bus stop before the bus is due.
6. Self-discipline should be exercised by students at the bus loading area. Students should refrain from pushing and shoving other students. Students in violation are subject to disciplinary action.
7. Students who have to walk some distance along the highway to the bus loading zone, where practicable, must walk on the left-hand side facing on-coming traffic. This will also apply to students leaving the bus loading zone in the evening.
8. Students shall not sit in the driver's seat, nor shall any student be to the immediate left or right of the driver.
9. Each student may be assigned to a seat if required by the bus driver.
10. Students shall:
 - a. Sit properly in their seats.
 - b. Refrain from throwing objects in/out of the bus.
 - c. Keep their hands to themselves.
 - d. Be courteous to their fellow passengers.
 - e. Use appropriate language.
 - f. Keep the bus clean of refuse.
 - g. Speak in a quiet tone of voice.
11. No student shall use tobacco, electronic cigarette device, or strike a flame on a school bus.
12. No student shall at any time extend their head, hands, or arms out of the window while on the bus.
13. Students must see that they have nothing in their possession that may cause injury to another, such as sticks, breakable containers, any type of firearms, straps or pins extending from their clothing. Also, any type of animal, with the exception of a service animal, is not permitted on the bus without permission of the bus driver.
14. Each student must see that their books and personal belongings are kept out of the aisle. Special permission must be granted by building administration to transport any large items.

15. The school district will hold the student or parent/guardian responsible for intentional damage to school buses caused by the student. (Restitution)
16. Students may not use radios or stereo equipment while on the school bus unless the device is being used with headphones.
17. Students are to remain seated while the bus is in motion and are not to get on or off the bus until the bus has come to a full stop.
18. Students must leave the bus in an orderly manner. They must not cross the highway until given consent by the school bus driver. When boarding or leaving the bus, the students should be in view of the driver at all times.
19. Students must cross the highway only in front of the school bus and never behind it.
20. Students in grades K-12 may get off at a place other than their own regular stop only with written permission from the office. It is the responsibility of the parent/guardian to inform the school of a change in arrival/dismissal location.
21. Students shall not perform any act which will obstruct the free passage of a school bus along its normal course.
22. In the event of an actual emergency, emergency exit procedures, as established by the emergency exit drills, will be followed.
23. Students' misconduct on a bus will be sufficient reason to discontinue providing bus transportation to those students involved.

To be consistent with all students riding the school bus, USD 250 has developed a discipline matrix. This matrix will be used to assist school administration in dealing with violations on the school bus. Students are expected to follow the guidelines to ensure a safe commute to and from school. **Behavior considered extreme by administration or staff will be subject to the jurisdiction of the building administrator.**

The below signature is an acknowledgement that the parent/guardian has reviewed the USD 250 rules and discipline matrix:

Student Name (Please Print)

Parent/Guardian Signature

Date

BUS TRANSPORTATION Discipline Matrix

Riding the school bus is a privilege that the district offers families who meet district transportation requirements. To ensure students enjoy a safe and pleasant ride, only those students who follow the USD 250 Bus Behavior Code will be allowed to ride the bus. The bus driver has jurisdiction over behavior on the bus. The building principal will determine consequences for misbehavior.

		Minimum Consequence	Maximum Consequence
Level 1 Behaviors	<ul style="list-style-type: none"> • Standing up while the bus is moving. • Moving around out of seat while the bus is moving. • Refusal to stay seated. • Throwing paper or non-threatening items. • Inappropriate yelling/noisy. • Hands or arms outside of the window. • Minor language/verbal hazing. 	Verbal warning by driver or monitor	Student moved to front of bus in an assigned seat.
Level 2 Behaviors	<ul style="list-style-type: none"> • Horseplay-physically engaging another student without the intention of harm. • Minor defacement of school property (gum under seats, pencil marks). • Inappropriate language towards another student. • Aggressive verbal behavior. • Disrespect to bus driver or bus monitor; non-compliant. • Inappropriate displays of affection (kissing/making out, etc.). • Inappropriate use of transportation (not riding where supposed to go, etc.). • Minor Bullying or Harassment (name calling, etc.) • Multiple offenses from Level One. 	<ul style="list-style-type: none"> • Assigned seat designated by Bus Driver. • Bus driver completes a pink slip and gives it to student to have signed by parent/guardian. The slip must be signed by the parent and/or guardian and building administrator to ride the bus. • Transportation staff will document the incident in PowerSchool. • Administration may contact home regarding Level 2 disciplinary actions. 	1-10 days of suspension from transportation (building administrator decision)
Level 3 Behaviors	<ul style="list-style-type: none"> • Fighting on the bus or at bus stops. • Aggressive acts of intimidation with intent of using physical or verbal gestures toward another student, bus driver, or monitor (cussing, raising fists). • Bullying or harassment with intent to harm mentally or physically. • Major defacement of property (cutting, writing, altering). • Striking bus driver or bus monitor (any physical contact). • Tobacco, e-cigarette, drugs, or alcohol. • Sexual harassment. • Theft of property. • Arson. • Gang related activity and affiliation. • 3 pink slips of a Level 2 offense may lead to a Level 3 referral. 	1-10 days of suspension from transportation (building administrator decision)	Expulsion for 186 days from school and transportation.