

**Berkshire Local Schools**  
**Bus Code of Conduct (Grades K-6)**  
**\*Always Follow Student Handbook Rules on Bus**

Bus Rules	Consequences
1. Obey the Driver at all times.	Referral to Principal
2. Do not use profanity.	1-3 Days off bus
3. Do not eat or drink on the bus; keep the bus clean.	Referral to Principal
4. Violence is prohibited.	1-3 days off the bus
5. Remain seated while bus is in motion.	Referral to Principal
6. No tobacco allowed on bus.	Referral to Principal
7. Keep your hands & feet inside of the bus and out of the aisleway.	Referral to Principal
8. Do not destroy property, including seats.	1-3 days off bus; restitution
9. Do not distract the driver.	1-3 days off bus
10. No open flames of any kind.	3-5 days off bus
11. No throwing any objects; in or out of the bus.	1-3 days off bus
12. Improper use of wireless devices is prohibited and is under the discretion of the driver.	Referral to Principal

**NOTE: Driver shall assign seats.**

### **Misbehavior on Bus**

**The above consequences are at the discretion of the principal, Transportation Manager, and the bus driver depending on circumstances (may include removal from bus for 1 to 10 days or permanent removal from bus by a formal hearing). Serious misbehavior on the bus may also be case for punishment up to and including suspension or expulsion from school.**

**Berkshire Local Schools**  
**Bus Code of Conduct (Grades 7-12)**  
**\*Always Follow Student Handbook Rules on Bus**

Bus Rules	Consequences(1st/2nd/3rd offences)
2. Obey the Driver at all times.	Detention/Sat. Det./Bus Removal
2. Do not use profanity.	Detention/Sat. Det./Bus Removal
3. Do not eat or drink on the bus; keep the bus clean.	Detention/Sat. Det./Bus Removal
4. Violence is prohibited.	Removal from Bus
5. Remain seated while bus is in motion.	Detention/Sat. Det./Bus Removal
6. No tobacco allowed on bus.	Removal from Bus
7. Keep your hands & feet inside of the bus and out of the aisleway.	Detention/Sat. Det./Bus Removal
8. Do not destroy property, including seats.	Detention/Sat. Det./Bus Removal
9. Do not distract the driver.	Detention/Sat. Det./Bus Removal
10. No open flames of any kind.	Removal from Bus
11. No throwing any objects; in or out of the bus.	Detention/Sat. Det./Bus Removal
12. Improper use of wireless devices is prohibited and is under the discretion of the driver.	Detention/Sat. Det./Bus Removal

**NOTE: Driver shall assign seats.**

**Misbehavior on Bus**

**Penalty at discretion of principal depends on circumstances (may include removal from bus from 1 to 10 days or permanent removal from bus by a formal hearing). Serious misbehavior on the bus may also be case for punishment up to and including suspension or expulsion from school.**

## **Getting on the Bus**

1. If students have to cross the road to get onto the school bus:
  - They must stay on the side of the road, 10 feet away from traffic, until the bus stops and the driver signals to cross.
  - When driver signals that it is safe to cross, students must first check for traffic.

\*Many students are killed or injured by motorists illegally passing a stopped school bus, so students and the driver must check for traffic in both directions - left-right-left

\*As the students cross in front of the school bus, they must watch and make eye contact with the driver.

2. Students shall board the bus using the handrail.
3. Students shall sit down quickly in assigned seats.

## **Getting off the Bus**

1. Students must stay seated until the bus stops.
2. Students must not push or play on their way off the bus.
3. Students shall use the handrails to avoid falls
  - They shall watch that straps, drawstrings, and clothing don't get caught in the handrail or door.
4. Students must glance back toward the rear of the bus before they step off the bus.
  - This allows them to make sure no one is passing on the right.

5. Students must move 10 feet away from the bus at once.
6. If students have to cross the road to get home:
  - They must stay on the side of the road the bus let them off.
    - \*Away from traffic
    - \*10 feet ahead of the bus where they can they can see the bus drivers face
  - When the driver signals that it is safe to cross, students shall cross to the outside edge of the bus and check both ways for traffic.
  - If it is clear, they must cross quickly
  - If it is not clear, they must return to the curb

### **General Rules**

1. Students should **ALWAYS** walk 10 feet in front of the bus, **NEVER** behind
2. Students should **ALWAYS** wait at least 5 giant steps (about 10 feet) away from the side of the bus
  - Students must also move 5 giant steps away from the bus immediately after disembarking.
3. If a child drops something, he or she must tell the bus driver and **NEVER** try to pick it up.
4. Students must **NEVER** run to catch the bus.

### **Student Management and Safety Instructions include the following policies:**

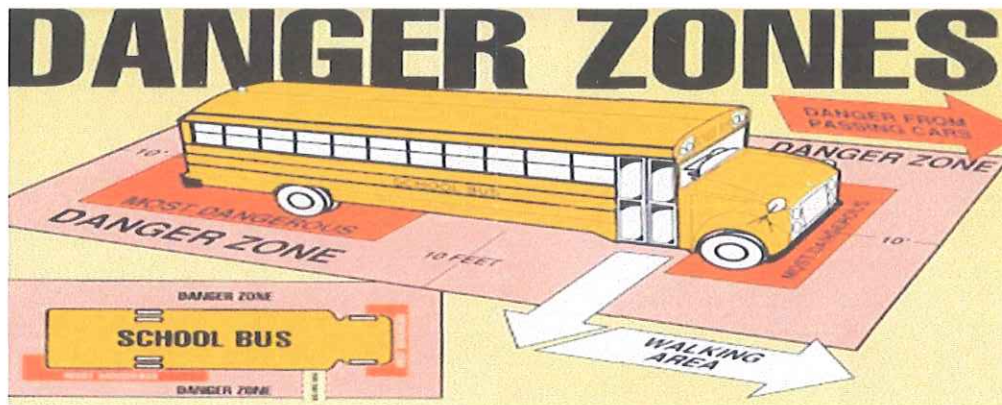
1. Pupils shall arrive at the bus stop before the bus is scheduled to arrive
2. Pupils must wait in a location clear of traffic and away from the bus stops

3. Behavior at the school bus stop must not threaten life, limb, or property of any individual.
4. Pupils must go directly to an available or assigned seat so the bus may safely resume motion.
5. Pupils must remain seated keeping aisles and exits clear.
6. Pupils must observe classroom conduct and obey the driver promptly and respectfully.
7. Pupils must not use profane language.
8. Pupils must refrain from eating and drinking on the bus except as required for medical reasons.
9. Pupils must not use tobacco on the bus.
10. Pupils must not have alcohol or drugs in their possession on the bus except for prescription medication required for a student
11. Pupils must not throw or pass objects on, from or into the bus
12. Pupils may carry on the bus only objects that can be held in their laps (see paragraph (J) of rule 3301-83-20 of the Administrative Code).
13. Pupils must leave or board the bus at locations to which they have been assigned unless they have parental and administrative authorization to do otherwise.
14. Pupils must not put head or arms out of the bus window.

# I SEE THE DRIVER...

# THE DRIVER SEES ME

## LOADING AND UNLOADING PROCEDURES



- Stay 10 FEET away from the school bus at all times
- Always keep eye contact with the school bus driver
- If NOT crossing the street to load or unload, wait for the school bus drivers signal to approach or exit the school bus
- If crossing the street to unload, walk at least 10 feet in front of the school bus and STOP. When the school bus driver signals, walk to the center line and STOP. When the school bus driver signals to cross, check for moving vehicles and proceed across the road
- If crossing the street to load, stay at least 10 feet in front of the school bus and wait. When the school bus driver signals, look both ways for moving vehicles and then cross the road to load the school bus
- Always pay attention to moving vehicles or warning sounds. If the bus driver (Honks) the horn, immediately return to the curb
- If you drop something do not try to pick it up until you make eye contact with the school bus driver and they signal you to do so

For further information talk to your bus driver, transportation director or go to

[www.NathansLegacy.org](http://www.NathansLegacy.org)