



KISD School Bus Discipline Handbook

Removal from the School Bus (KISD Code of Conduct)

A bus driver may refer a student to the principal's office or the campus behavior coordinator's office to maintain effective discipline on the bus. The principal, campus behavior coordinator, or director of transportation must employ additional discipline management techniques, as appropriate, which can include restricting or revoking a student's bus riding privileges.

Since the district's primary responsibility in transporting students in district vehicles is to do so as safely as possible, the operator of the vehicle must focus on driving and not have his or her attention distracted by student misbehavior. Therefore, when appropriate disciplinary management techniques fail to improve student behavior or when specific misconduct warrants immediate removal, the principal, the campus behavior coordinator, or assistant director of transportation may restrict or revoke a student's transportation privileges, in accordance with law.

Organization of Disciplinary Responsibilities

The school bus is an extension of the classroom. It will be the home campus administrator's duty to handle behavior that warrants an office referral. Upon receiving an office referral, the campus administrator shall work with the transportation director to investigate the misbehavior and apply appropriate consequences. A bus referral should receive the same consequence as if the action occurred in a classroom. In addition to the campus consequence, the campus administrator may enforce suspension from the bus. If student's from multiple campuses are involved in the misbehavior, campus administrators should work together to determine appropriate consequences.

Bus drivers and the transportation director will be responsible for handling minor rules violations. The violations and consequences should be documented and held at the transportation department. Students are expected to follow the rules and expectations of each school bus. If

the student's behavior persists after the transportation department has attempted redirection, the transportation director can submit an office referral to the campus administrator.

Violations

Minor Violations (to be handled by bus driver and transportation director)

- Not sitting properly or safely in seat, moving around the bus while in motion during route
- Blocking the aisle in an unsafe manner in case of emergency
- Eating, drinking or chewing gum on bus
- Deliberately littering the bus
- Horse-playing/rough-housing without injury
- Standing while bus in motion
- Placing any part of body or articles out of bus windows
- Cell phone use that is distracting to the driver or other students causing an unsafe driving situation

Major Violations (automatic office referral)

- Fighting or rough-housing that results in injury
- Damaging or vandalism of any part of school bus
- Theft
- Exiting the bus at an unauthorized bus stop
- Exiting the bus through any emergency exit without permission
- Throwing, pitching or shooting objects throughout the bus during route
- Profanity, vulgar language, or obscene gestures either indirect or directed at other students or staff
- Sexual misconduct
- Possession of weapons, matches or other objects that could result in injury
- Possessing or consuming tobacco, alcohol or any controlled substance or paraphernalia
- Bullying - either verbal, social, or physical

Special Education

Special Education students who receive special transportation as a related service

Any removals from the special education bus DO COUNT as days of removal in those 10 "FAPE-free" days.

If a special education student who receives special transportation as a related service is removed from the bus for any reason the administrator must notify the special education director.

Consequence Chart

Minor Violations

Violation Level	Disciplinarian	Consequences
Level 1	Driver	<ul style="list-style-type: none"> ● Verbal warning ● Parent contacted
Level 2	Transportation Supervisor	<ul style="list-style-type: none"> ● Conference with student ● Parent contacted
Level 3	Transportation Supervisor	<ul style="list-style-type: none"> ● Conference with student and parent ● Written notice sent home
Level 4	Transportation Supervisor	<ul style="list-style-type: none"> ● Suspension from bus 1-2 days ● Parent contacted ● Campus admin notified
Level 5	Campus Administrator	<ul style="list-style-type: none"> ● Follow Campus Discipline chart ● Suspension from bus 3-5
Level 6	Campus Administrator	<ul style="list-style-type: none"> ● Follow Campus Discipline chart ● Suspension from bus 5-10 days
Level 7	Campus Administrator	<ul style="list-style-type: none"> ● Follow Campus Discipline Chart ● Suspension from bus up to 30 days
Level 8	Campus Administrator	<ul style="list-style-type: none"> ● Follow Campus Discipline Chart ● Suspension from bus up to remainder of year

Major Violations

Violation Level	Disciplinarian	Consequences
Level 1	Campus Administrator	<ul style="list-style-type: none">● Follow Campus Discipline chart● Suspension from bus 3-5
Level 2	Campus Administrator	<ul style="list-style-type: none">● Follow Campus Discipline chart● Suspension from bus 5-10 days
Level 3	Campus Administrator	<ul style="list-style-type: none">● Follow Campus Discipline Chart● Suspension from bus up to 30 days
Level 4	Campus Administrator	<ul style="list-style-type: none">● Follow Campus Discipline Chart● Suspension from bus remainder of year