

NONINSTRUCTIONAL OPERATIONS

Student Conduct on Buses

Any misconduct by a student, which in the opinion of the bus driver or bus supervisor, is detrimental to the safe operation of the bus shall be sufficient cause for the principal to suspend the transportation privilege.

Rules of conduct for students riding buses are:

1. Students shall obey the driver and any aides assigned to the bus by the district. The driver is in full charge of the bus and passengers and shall be obeyed. If an paraprofessional is assigned to the bus by the district, he/she shall be responsible for the conduct of the passengers. When transporting classes or teams, the teacher or coach shall be primarily responsible for the behavior of the students. Students shall obey both the driver, the teacher, coach, or other staff member. The bus driver shall have the final authority and responsibility.
2. K-8 students shall ride only their assigned bus unless written permission to do otherwise has been received by school officials.
3. K-8 students shall not be permitted to leave the bus except at their regular stop unless written permission to do otherwise is received by school officials.
4. Students assigned seats shall use only that seat unless permission to change is authorized by the driver.
5. Students shall observe rules of classroom conduct while riding on buses. Noise shall be kept down to avoid distracting the driver. Students shall refrain from the use of obscene or demeaning language or gestures.
6. Students shall not smoke or ignite lighters, matches, or other pyrotechnics on buses.
7. Students shall not eat on buses, except when specifically authorized and supervised by an accompanying teacher, coach, or other staff member. Buses shall be kept clean.
8. Students shall not open bus windows without the driver's permission.
9. Students shall not extend any part of their body out of bus windows at any time.

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Student Conduct on Buses (continued)

10. Students shall not carry or have in their possession items that can cause injury to passengers on the bus. Such items include, but are not limited to sticks; breakable containers; weapons or firearms, straps or pins protruding from clothing; large, bulky items which cannot be held or placed between legs, etc. Books or personal belongings shall be kept out of the aisles.
11. Students shall not have animals on buses, except guide dogs.
12. Students shall not sit in the driver's seat or to the immediate right or left of the driver.
13. Students shall refrain from talking to the driver unless necessary.
14. Students shall go directly to a seat once inside the bus and remain seated at all times unless the driver instructs otherwise.
15. Students shall get on/off the bus in an orderly manner and shall obey the instructions of the driver or school safety patrolmen on duty. There shall be no pushing and shoving when boarding or leaving the bus. Once off the bus, students shall adhere to rules for pedestrians.
16. Students shall never cross the roadway behind a bus unless they use pedestrian crosswalks or traffic lights.
17. Students shall stand away from the roadway curb when any bus is approaching or leaving a stop.
18. Students going to and from their bus stops where there are not sidewalks shall walk on the left-hand side of the roadway facing oncoming traffic. Students shall go directly to their home after leaving the bus.
19. Students shall use seat belts on buses when available.
20. Students shall follow emergency exit drill procedures as prescribed by the driver.
21. Students shall not tamper with emergency doors or equipment.
22. Parents of students identified as causing damage to buses shall be charged with the cost of the incurred damage. Students causing the damage may be suspended from transportation and possibly school.
23. Student misconduct shall constitute sufficient reason for suspending transportation privileges.

NONINSTRUCTIONAL OPERATIONS

Student Conduct on Buses (continued)

Disciplinary Procedures

Principals are responsible for correcting those students whose abusive behavior results in a bus-incident report or violates the rules above. The principal shall provide supervision during bus arrival and departure times at his/her school and receive reports (written and oral) from the drivers. The principal shall insure that students comply with the specific regulations. Principals must maintain open lines of communication among school officials, bus drivers, and the transportation department.

When waiting for a bus or going to and from a bus stop, students are responsible for conducting themselves according to the social and legal mores that apply to adults in public. That is, they must not abuse or cause damage to private or public property; they must not use obscene language or gestures; they must not engage in criminal activity. Failure to adhere to these mores which result in formal complaints by citizens shall be forwarded to principals for possible corrective action.

Students provided with transportation are responsible for complying with the district's rules of conduct for students riding buses. Failure to adhere to these rules or abusive behavior towards the public, driver, fellow passengers, or the vehicle constitutes justification for initiating corrective action against a student.

Abusive behavior on the part of a student riding a bus may result in a written report when, in the opinion of the driver or bus supervisor, there has been an infraction of the rules applicable to student conduct. The written report is the primary means by which a driver or bus supervisor communicates a student's conduct to the school and transportation department. This report, in most cases, reflects an infraction of rules which is repeated by the student after his/her having received previous oral warnings from the driver or bus supervisor. In order for drivers and bus supervisors to effectively maintain control on their buses, it is expected that action be exercised by principals when receiving such a report.

When a student's conduct constitutes an infraction of the rules, the driver or bus supervisor shall complete a report on the student describing the incident or damage that occurred. The driver shall provide the principal with the original report and submit a copy to the transportation supervisor.

The principal, upon receiving the report, shall investigate the circumstances surrounding the incident and take action according to the procedures set forth in the district's policies pertaining to corrective action and punishment. When investigating the incident, the primary concern must be with respect to the safe transport of students. Corrective action, if necessary, should be consistent throughout the district as follows:

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Student Conduct on Buses (continued)

Disciplinary Procedures (continued)

1. Warning - When a student's misconduct is of a minor nature which does not jeopardize the safety or welfare of other students or the operation of the bus.
2. Suspension - When a student's misconduct is deemed to jeopardize the safety of bus passengers and operation, when repeated warning notices fail to correct undesirable behavior, or when a student damages the bus.
3. Expulsion - When a student's misconduct is of such a nature that the safety of the bus operation and/or of the occupants was willfully or seriously threatened (e.g., student assaulting the driver).

The action taken by the principal shall be annotated on the report and forwarded to the student's parent for signature. The transportation department shall be notified of the action taken.

Drivers shall be advised to file assault and battery charges against students who physically assault them. Under no circumstances shall the driver retaliate in kind and physically assault the student as this conduct may subject him/her to legal action.

The parent/guardian or the student may appeal the suspension by submitting a written statement to the superintendent. The superintendent shall render a decision after evaluating the issues and facts involved.