STUDENT CONDUCT ON BUSES: 6607P

A copy of the bus rules will be issued to students at the beginning of each school year to be certain students are aware of acceptable conduct on a school bus. These rules are to be reviewed by the student and parent or guardian. Any behavior on a bus operated by the Federal Way Public Schools which would impede the safe and normal operation of the bus shall be deemed misconduct.

The following are general guidelines for handling misconduct:

A. The driver will identify the student(s) responsible when a behavior problem occurs:

1) First report – Documented verbal warning;
2) Second report – Documented verbal warning – Corrective discipline;
3) Third report – Denial of transportation – Loss of bus privilege up to three days;
4) Fourth report – Denial of transportation – Loss of bus privilege up to ten days;
5) Fifth report – Denial of transportation – Loss of bus privilege up to 90 days

B. Parents will be contacted by phone call or written notice with the second infraction.

C. A misconduct report will be issued if deemed necessary by the bus driver. The driver will cite the rule violated within the following categories.

Misconduct		**Safety Issue**		**Zero Tolerance**
Refused to Obey Driver		Rude/Disrespectful		Harassment/Intimidation
Refuse/Give False ID		Failure to Remain Seated		Possessing Unauthorized Object
Inappropriate Language		Loud/Disruptive Behavior		Fighting/Assaulting Others
Eating/Drinking/Littering		Pushing/Shoving Others		Vandalism/Arson/Theft

When riding privileges have been revoked, the parent/guardian will be contacted and written notification will be sent by Transportation.

A reinstatement of bus privileges after a suspension of over five (5) days will occur only after a conference has been held with the student, his or her parent/guardian if not emancipated, and a representative from Transportation. There must be sufficient reason to believe the student will comply with written bus rules, and will not by his or her presence jeopardize the health or safety of others while on the bus to reinstate bus privileges.

If the student or parent/guardian disagrees with any suspension of bus privileges of over five (5) days, a grievance conference may be requested by contacting the Transportation Department.

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EMERGENCY ACTION: Any student whose behavior is of such a nature his or her continued presence on the bus would, in the judgment of the driver, endanger the health or safety of others, will be removed immediately at the nearest school or at their designated bus stop, whichever is closer. The school, Transportation office, and parent/guardian will be notified. A bus misconduct report will be issued. If immediate assistance is needed, the driver will call the Transportation office for assistance and the bus will stop at the nearest place at which it is safe to park.

BUS RULES

1. The driver is in full charge of the bus and passengers at all times. Passengers must obey the driver promptly. If an educational assistant is assigned to the bus by the District, s/he shall be responsible for student conduct under the direction of the driver. When a teacher, coach or other certificated staff member is assigned to accompany students on a bus, such person shall be primarily responsible for the behavior of the students in his/her charge and shall ensure that student behavior complies with state regulations and District policy. The bus driver shall have final authority and responsibility;
2. Students shall give their correct name promptly and willingly when asked by the bus driver;
3. Quiet conversation will be permitted while students are riding the bus, unless this privilege is abused. Students shall observe rules of classroom conduct while riding on buses. Noise shall be kept down to avoid distracting the driver, especially at railroad crossing stops;
4. Students will refrain from using vulgar or obscene language and/or gestures;
5. Students shall go directly to a seat once inside the bus. Students are to remain seated while the bus is in motion, and are not to stand up until the bus has come to a full stop;
6. A student may be assigned a seat in which he/she will be expected to remain at all times while on the bus;
7. No student will smoke, ignite matches or lighters, or use any type of flame or sparking device on the school bus;
8. Items that may cause injury to others, such as sticks, breakable containers, any type of weapons or firearms, straps or pins extending from clothing, large, bulky items which cannot be held or place between legs, etc. are prohibited. Books and personal belongings shall be kept out of aisles;
9. No animal is permitted on the bus except service animals;
10. Students shall get on/off the bus in an orderly manner and shall obey the instructions of the driver or school safety patrol person on duty. Students will refrain from pushing, shoving or striking other passengers, or engaging in other unsafe activities, while on or near the bus. Students are to respect the rights and property of others at all times;

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11. Students shall not open bus windows without the driver's permission. Students are not to extend head, hands, or arms out of the windows, whether the bus is in motion or standing still;

12. Students must refrain from throwing objects on or at the bus or out of bus windows;

13. The parent/guardian will reimburse the Federal Way Public Schools for damage to school buses resulting from student misconduct;

14. Students shall have a "Bus Pass" issued by the appropriate school authority prior to being allowed to:

    A. Board or leave the bus other than at his/her regular stop;
    B. Ride a bus other than the one to which they are assigned;
    C. Ride an activity or late service bus.

15. 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;

16. Students are not to sit in the driver's seat at any time, nor shall students be to the immediate left or right of the driver while the bus is in motion;

17. In the event of an actual emergency, students must follow emergency exit procedures as established in emergency exit drills;

18. Bus passengers should arrive at the bus stop no less than five (5) minutes and no more than ten (10) minutes before the bus's scheduled arrival time. Buses will promptly depart all schools 5-7 minutes after the school dismissal times. For safety, once bus doors are closed, drivers will not stop for late arriving students nor shall students chase their bus;

19. When coming or going from bus stops, students shall adhere to rules for pedestrians. Students going to and from their bus stops where there are no sidewalks shall walk on the left-hand side of the roadway facing oncoming traffic. Students are to go directly to their homes after leaving the bus, unless they have made other arrangements with their parents or guardians;

20. While waiting at the bus stop, students are expected to stand a safe distance from the street and avoid activities that could injure themselves or others. Students are expected to respect other's property. When the bus approaches, students must observe the instructions of the driver. Students shall stand away from the roadway curb when any bus is approaching or leaving a stop;

21. It may be necessary to cross the road to board the bus. Students are expected to observe the driver's instructions and to always cross in front of the bus with the aid of the flashing stop sign and crossing arm, never crossing behind the bus.