

STUDENT SCHOOL BUS PROCEDURES

Safety is a top priority for Rabun County Schools. We are proud to be preemptive regarding procedures that will reassure the security of all our students, faculty, and staff. The safety of all students riding buses is a primary concern of the Rabun County Board of Education. It is extremely important that students be aware of their responsibilities and conduct so transportation can be provided safely and efficiently.

The following rules apply to all students riding buses:

1. Students must obey the bus driver.
2. Students shall not disrespect the bus driver or other students.
3. Profanity is prohibited
4. Students and parents are responsible for student conduct at the bus stop and between the bus stop and their home.
5. Arrive at the bus stop five minutes before the bus is scheduled to come. Do not be running late and do not try to get on the bus as it starts to move.
6. Have all items in your book bag before you leave home so you do not drop anything.
7. **NEVER** chase after the bus.
8. **NEVER** walk to another bus stop.
9. **NEVER** allow your parents to drive you to another bus stop
10. Students should stay 12 feet away from the bus stop when there is enough room to do so. Ask your bus driver where the safest place for the students to stand will be. Stay away from the road until the bus arrives and is completely stopped with air brakes engaged; stop sign and crossing arm are out and the passenger door opens. Only at this time should students proceed toward the bus.
11. Students will walk in FRONT of the bus and never behind the bus.
12. Students are to make sure that all traffic is completely stopped in all directions before attempting to get on or off the bus. Look to the driver for a signal to cross. Always be aware of what the traffic is doing by looking both ways before and during loading or unloading the bus.
13. Students must load and unload in an orderly manner at the front door and only use the other exits in an emergency.
14. Students shall not distract the driver. Keep voices at a low level. NO Fighting, Bullying, Pushing, or Playing is allowed on the bus.
15. Students are to keep ALL body parts inside the bus. Hands, Heads, etc. are not to be hanging out of the bus window.
16. Students are to stay in their seats while the bus is moving. Students need to sit correctly in the seats (Back against the back and Bottoms on the bottom seat). Bus seats are designed to be safe when used properly.
17. Students are required to help keep the bus clean.

18. **NEVER** throw anything out of the bus windows.
19. Eating and drinking on the bus are not permitted.
20. Smoking, vaping, chewing, or dipping of tobacco will not be permitted on the bus.
21. Only school supplies will be permitted on the bus. Guns, water guns, glass containers, balloons, knives, razor blades, scissors, or other similar items will not be allowed on the bus.
22. Students shall be prohibited from using any electronic device during the operation of a school bus in a manner that might interfere with the school bus communications equipment or the school bus driver's operation of the school bus.
23. Electronics including ear phones must be packed away while loading on the bus & unloading off the bus.
24. Anything that a student brings on the bus needs to fit in the student's lap.
25. Students will not be allowed to bring friends home. Students will ride their assigned bus only.
26. All transportation requests and changes must be submitted online for approval. The form can be found on the district website. Students are allowed to have one additional stop on file other than their primary stop. Request will be approved within 3 business days.
27. Students will not be allowed to ride a bus that they are not assigned to unless they have an approved note from the office.
28. Any damage or destruction done to a school bus could result in the student losing their privileges and may be required to pay for damages.
29. Students that are unruly on the bus can be put off at home or at school.
30. The Transportation Director will follow a tiered discipline process when administering consequences for disciplinary infractions.
31. Students will only be allowed to get on and off at approved designated stops.
32. Students will have assigned seating and be required to sit in their assigned seat at all times.
33. Children under the age of 9 years old must have an adult that is on the pickup list present at the bus stop unless a sibling 13 years of age or older is accompanying them. If no adult is present, the child will be returned to his/her school. The child will not be allowed to exit the bus at a different stop.
34. Students will be issued one bus pass per year, if the pass is misplaced or damaged the student will receive one additional pass at no cost. Each additional pass that is issued will be \$3.00.
If a student loads on their designated bus without a pass they will receive a warning for not having their pass. The second time the student does not have a pass they will be written up. The third time a student does not have a pass they will be sent to the office and will have to contact someone to pick them up. This will start over every 9 weeks.

Primary students will have their bus passes attached to their book bags. Elementary, Middle and High School students can carry their bus pass however they desire to.

If a student does not have a bus pass issued to them they may not be allowed to ride the bus until the proper forms have been filled out and a pass has been issued to them.

BUS DRIVERS #1 GOAL IS TO DELIVER YOUR CHILDREN TO AND FROM SCHOOL SAFELY. PLEASE GO OVER THESE RULES WITH YOUR CHILDREN AND HELP THEM TO UNDERSTAND AND THAT A NON-DISTRACTED DRIVER IS A SAFE DRIVER.

Revised 7/17/2023