

Transportation Rules and Regulations

Definitions:

"Short-term suspension" shall mean a suspension for all or any portion of a calendar day up to and not exceeding ten consecutive school days.

"Long-term suspension" shall mean a suspension of eleven or more consecutive school days.

General Rules:

1. Students must obey driver and remain correctly seated with proper behavior at all times, including normal voice level. There shall be no profanity. Except when absolutely necessary, students shall refrain from talking to the bus driver when the vehicle is in motion.
2. Students must be at bus stop five minutes prior to pick-up time. Students must never approach a bus until it has come to a complete stop and the access doors have been opened. Students shall cross the roadway only when the bus driver gives approval and must cross only in front of and never behind the bus.
3. Students shall not be allowed to depart from the vehicle other than at their regular bus stops unless permission has been given in writing by parent(s) or guardian(s), and has been reviewed and stamped by school staff.
4. Any student riding a bus on other than his or her normally-assigned route who causes a disturbance on that specific bus shall not be allowed transportation on that route, even with written approval.
5. Any objects, including glass, flammables, or other articles, which may be hazardous in the event of an accident or emergency stop shall not be transported in the passenger area of any school bus.
6. Except for guide dogs, no animals are permitted in district buses.
7. Windows may be opened with permission of the driver. No student shall extend any part of his or her body or other object beyond the window ledge.
8. The bus driver may assign seats at his or her discretion.
9. Eating is not allowed without permission from the bus driver. Littering will not be permitted.
10. All students must participate in emergency exit drills as conducted by the driver.
11. The same rules that schools employ for signs of affection will apply in all district vehicles.

Violations of rules one through eleven will result in:

- A. First offense – Verbal warning (with documentation).
 - B. Second offense – Warning in writing (Bus Conduct Report to Parents); parents will be contacted. Conduct Reports (tickets) must be signed and returned within three school days.
 - C. Third offense – Denial of transportation for one to ten days; parent and student conference with the bus driver.
 - D. Fourth offense – Denial of transportation for eleven or more school days; parent and student conference with transportation manager; behavioral contract. The school principal may be included as determined necessary by the transportation manager.
12. Any student refusing to give his or her name, phone number, or address, and any student who gives a false name, phone number, or address, shall be denied transportation until proper information is received. This also applies to the emergency information slips.
13. Students shall never sit in the bus driver's seat, and students shall not tamper with any emergency doors, windows, or equipment unless emergency conditions exist.
- A. First offense – Short-term denial of transportation; parents will be contacted; school site authorities may be notified.
 - B. Second offense – Short- or long-term denial of transportation; parent and student conference with transportation manager; school site authorities may be notified.
14. Spitting or throwing of objects:
- A. First offense – Confiscation of object; short-term denial of transportation; parents will be contacted.
 - B. Second offense – Confiscation of object; short-term or long-term denial of transportation; parent and student conference with transportation manager.
15. Fighting – aggressive behavior that involves two or more participants:
- A. First offense – Short-term denial of transportation; parents will be contacted; school site authorities may be notified.
 - B. Second offense – Short- or long-term denial of transportation; parent and student conference with transportation manager; school site authorities may be notified.

16. Assault/verbal or physical harassment – Behavior that involves at least one aggressive participant and at least one defensive participant:
 - A. First offense – School site authorities will be notified; short-term or long-term denial of transportation for aggressive participant; referral to law enforcement.
 - B. Second offense – School site authorities will be notified; long-term denial of transportation or permanent denial of transportation for aggressive participant; referral to law enforcement.
17. Tobacco products – Including matches, lighters, etc., will not be allowed on school bus.
 - A. First offense – Confiscation of product; school site authorities may be notified; short-term denial of transportation; parents will be contacted. Possession of tobacco products by a person under the age of 18 is a class 3 civil infraction and shall be referred to law enforcement authorities.
 - B. Second offense – Confiscation of product; school site authorities will be notified; short-term or long-term denial of transportation; parent and student conference with transportation manager. Possession of tobacco products by a person under the age of 18 is a class 3 civil infraction and shall be referred to law enforcement authorities.
18. Vandalism – The intentional destruction or defacement of property:
 - A. First offense – Restitution; short-term or long-term denial of transportation; referral to law enforcement in major cases; parents will be contacted.
 - B. Second offense – Restitution; referral to law enforcement; parent and student conference with transportation manager; long-term denial of transportation.
19. Possession or use/distribution or dealing of drugs or alcohol:
 - A. First offense – School site authorities will be notified; referral to law enforcement; confiscation of product; long-term denial of transportation; parent and student conference with transportation manager.

20. Weapons – Any device that causes or can cause bodily harm or property damage other than firearms, including laser pointers:
 - A. First offense – School site authorities will be notified; referral to law enforcement; removal from student's possession; parents will be contacted; long-term denial of transportation.
21. Violent or forceful interference on school personnel or their property – Any violent or forceful interference by a student with an administrator, teacher, classified employee, or contract personnel.
 - A. First offense – School site authorities will be notified; referral to law enforcement; parent will be contacted; long-term denial of transportation.
22. Firearms – A firearm means a weapon or device from which a projectile may be fired by an explosion such as gunpowder:
 - A. First offense – Referral to school site authorities; Expulsion is required under RCW 28A.600.420, with notification to law enforcement.

Students who have been denied transportation for the remainder of the school year will be considered for the reinstatement of their bus-riding privileges upon request by the parent under the terms of a student, bus driver, parent, and transportation manager contract.

When school site authorities are notified for infractions of rules 11 through 21, school site authorities will make a decision for additional school-based consequences based upon the facts of the individual incident and policies 3320, 3330, 3340, and 3350.

Transportation discipline records/files follow students transferring between schools within the district, including changes of school due to promotion from one grade to another.

Legal References:	RCW 9.41.280	Prohibition on firearms and weapons on school premises
	28A.160.010	Operation of student transportation program
	28A.600.010	Government of schools, pupils, employees, rules, and regulations for--Due process guarantee--Enforcement
	28A.635.090	Interference by force or violence--penalty
	70.155.80	Purchasing or obtaining tobacco by persons under the age of eighteen--Civil infraction
	WAC 392-145-015	General operating regulations
	392-145-020	Rules for school bus drivers
	392-145-035	Rules for students riding school buses

1993 Ch. 507 Sec. 59

Cross Reference:	Policy 3320	Offenses Against Staff Members/School Volunteers
	Policy 3330	Offenses Against Other Students
	Policy 3340	Offenses Against Property
	Policy 3350	Contraband
	Policy and Procedure 3400	Student Welfare

Adopted: April 12, 2010