

**TRANSPORTATION DEPARTMENT  
SCHOOL BUS RULES**

*The driver has complete authority in operating the bus at all times. If for any reason, a driver determines that a student's behavior is creating an unsafe situation on the bus, the district has the authority to deny transportation privileges.*

**The following bus rules are in effect:**

- Pupils shall be under the authority of, and directly responsible to the bus driver. The bus driver may assign seats to ensure safety.
- Pupils are to be at their designated bus stop (on the same side of the street as the bus) at least five minutes before the bus is scheduled to arrive. It is not safe for students to run from all directions across streets to catch the bus.
- Pupils shall sit down and fasten any passenger restraint systems (if equipped). Riders shall remain seated while the bus is in motion.
- Riders shall not block the aisle or emergency exit with their body or personal belongings. Riders may bring large or bulky items, such as class projects or musical instruments, on the bus only if the item does not displace any other rider or obstruct the driver's vision.
- Pupils are required to face the front of the bus at all times.
- When the driver turns on interior or dome lights, it is the signal for complete quiet in the bus.
- All pupils shall be quiet and remain seated at all railroad crossings.
- Pupils are to be quiet and orderly when the driver is out of the bus escorting students across the street (red light crossing).
- Playing musical instruments, whistling, yelling, loud talking, profane language, throwing articles, shooting rubber bands, scuffling, or other distracting commotion is not permitted.
- Skateboards, scooters, and bicycles are prohibited.
- Eating, drinking, and chewing gum is prohibited.
- While on the bus, no part of a pupil's body shall be out the window. At no time shall a pupil throw anything out the window.
- Animals, including reptiles and insects, may not be transported on the bus. The only exceptions are service animals.
- No glass or other hazardous materials may be transported on the bus. No sharp objects are allowed on the bus
- Cell phones are for personal use only and are to be silenced and only used with headphones. Phone calls are prohibited.

- No pupil shall interfere with, or cause damage to the property of another pupil, while riding on, waiting for, or going to and from the bus.
- Any damage to the bus by a pupil, which cannot be considered ordinary wear and tear, must be paid for by the pupil.
- No pupil may change seats in front of, or block the way of, a pupil who is leaving the bus.
- Pupils, who must be escorted across the street, shall wait inside the bus by the exit door until the driver tells them to cross the street. Pupils shall only cross the street in front of the bus, between the bus and the driver.
- Upon leaving the bus, pupils shall go directly home. No pupils shall leave the bus at any other stop unless there is an authorization note from a parent/guardian with a contact number. The note is to be presented to the driver as the student enters the bus on his/her way home.
- On occasion a student may need to travel on another bus. Such requests must be in writing dated and with an authorized signature and contact number. Approval will be granted on a space-available basis.
- While waiting for and traveling on the bus, or going to and from the bus stop pupils will conduct themselves in a manner that will not discredit themselves, their parents, or their school.
- Pupils are prohibited from using another pupil's bus pass or bus ticket.

**PENALTIES:**

1. **First Reported Violation:** *This is a warning unless, in the judgment of transportation or school officials, the penalty should be more severe.*
2. **Second Reported Violation:** *Loss of transportation for **at least three days.***
3. **Third Reported Violation:** *Loss of transportation for **at least twenty days.***
4. **Fourth Reported Violation:** *Loss of transportation for the **balance of the school year.***

**In accordance with district policies, bus riders in grades 1-8 will be dropped off at their designated bus stop, whether or not an adult is present to meet them. Kindergarteners will not be dropped off at the bus stop unless an adult is present or a parent has given permission for a kindergartener to walk home alone or with a sibling (Kindergartner Walk Slip).** (Reference: Board Policy and Administrative Regulations 3541 and 3541.2)

**Please review all the bus rules and penalties with your child, sign the bottom, and return it to the bus driver.**

Parents Signature: \_\_\_\_\_ Pupils Signature: \_\_\_\_\_

Contact Number: \_\_\_\_\_ Date: \_\_\_\_\_