



**Jasper County Charter System**  
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**The Jasper County Charter School System will provide superior and innovative learning experiences to prepare every student for life beyond school.**

September 13, 2024

The Jasper County Board of Education recently adopted a revised Transportation Code of Conduct in an ongoing effort to promote safety and responsibility on our school buses. The following addendum to the handbook will be effective September 16, 2024:

## **Jasper County Charter System Transportation Student Code of Conduct**

### **Safe School Bus Riding Practices**

The school bus driver and/or monitor has authority over, and responsibility for, students while on the bus. It is the student's responsibility to follow the rules and follow the direction of their school bus driver. Proper student behavior is important because any driver distraction is potentially hazardous to student safety, the safety of the driver, and the safety of other users of the road. Students should be aware that they are responsible for their actions and behavior and that school bus transportation can be denied if they do not conduct themselves properly. The following are some general rules of conduct for student safety while on the school bus.

Students should:

1. Follow directions of the school bus driver the first time given.
2. Go directly to an available or assigned seat when entering the bus.
3. Remain seated.
4. Sit the safe way, facing forward with your back against the back of the seat and your bottom against the bottom of the seat.
5. Exhibit classroom conduct at all times.
6. Remain quiet enough not to distract the driver.
7. \*\*Remain absolutely quiet at railroad grade crossings. This is a critical moment. The bus driver must be able to hear an approaching train.
8. Refrain from eating and drinking on the bus.
9. Do not throw objects.
10. Refrain from extending head, arms or objects out of the bus windows.
11. Do not bring onto the bus any animals, glass objects, or items too large to hold in your lap.
12. Help keep the bus clean.
13. Walk while you are on the bus. Do not run.

## **For PK-5 Students Only:**

### **Minor Offenses**

**1<sup>st</sup> Offense Referral-** The Bus Driver, Transportation Director, AND/OR School Administrator will address the issue with student. Documentation shall be provided by bus driver to the transportation director and the incident will be placed in Infinite Campus Spotlight. Communication to the student and parent will be documented as well in Infinite Campus Contact Log.

**2<sup>nd</sup> Offense Referral-** The Bus Driver, Transportation Director, AND/OR School Administrator will address the issue with student. Documentation shall be provided by bus driver to the transportation director. The transportation director and school administration shall contact the parent/guardian via phone/email communication and the incident will be placed in Infinite Campus Spotlight. Communication to the student and parent will be documented as well in Infinite Campus Contact Log.

**3<sup>rd</sup> Offense Referral-** Documentation shall be provided by the bus driver to the transportation director. The transportation director will then inform the school administration of the referral. The student shall be suspended from riding the bus for three (3) full days. A full day shall be defined as both a morning and afternoon ridership. The parent/guardian shall be notified by the school administration and the incident will be placed in Infinite Campus Disciplinary Log. Communication to the student and parent will be documented as well in Infinite Campus Contact Log.

**4<sup>th</sup> Offense Referral-** Documentation shall be provided by the bus driver to the transportation director. The transportation director will then inform the school administration of the referral. The student shall be suspended from riding the bus for five (5) full days. A full day shall be defined as both a morning and afternoon ridership. The parent/guardian shall be notified by the school administration and an in-person meeting shall be held with parent/guardian, school administration, and transportation director before the student will be allowed to participate in ridership after suspension is completed. The incident will be placed in Infinite Campus Disciplinary Log. Communication to the student and parent will be documented as well in Infinite Campus Contact Log.

**5<sup>th</sup> Offense Referral-** Documentation shall be provided by the bus driver to the transportation director. The transportation director will then inform the school administration of the referral. The student shall be suspended from riding the bus for the remainder of the semester (minimum of thirty (30) days). A full day shall be defined as both a morning and afternoon ridership. The parent/guardian shall be notified by the school administration and the incident will be placed in Infinite Campus Disciplinary Log. Communication to the student and parent will be documented as well in Infinite Campus Contact Log.

## **For 6-12 Students Only:**

### **Minor Offenses**

**1<sup>st</sup> Offense Referral-** The Bus Driver, Transportation Director, AND/OR School Administrator will address the issue with student. Discipline may include the student being suspended from riding the bus a maximum of three (3) full days. A full day shall be defined as both a morning and afternoon ridership. Documentation shall be provided by the bus driver to the transportation director and incident will be placed in Infinite Campus Discipline Log. Communication to the student and parent will be documented as well in Infinite Campus Contact Log.

**2<sup>nd</sup> Offense Referral –** The Bus Driver, Transportation Director, AND/OR School Administrator will address the issue with student. Discipline may include the student being suspended from riding the bus a maximum of five (5) full days. A full day shall be defined as both a morning and afternoon ridership. Documentation shall be provided by the bus driver to the transportation director. The transportation director shall contact the parent/guardian via phone/email communication and the incident will be placed in Infinite Campus Discipline Log. Communication to the student and parent will be documented as well in Infinite Campus Contact Log.

**3<sup>rd</sup> Offense Referral-** Documentation shall be provided by the bus driver to the transportation director. The transportation director will then inform the school administration of the referral. The student shall be suspended from riding the bus for a maximum of (10) full days. A full day shall be defined as both a morning and afternoon ridership. The parent/guardian shall be notified by school administration and an in-person meeting shall be held with parent/guardian, school administration, and transportation director before the student will be allowed to participate in ridership after suspension is completed. The parent/guardian shall be notified by the school administration and the incident will be placed in Infinite Campus Discipline Log. Communication to the student and parent will be documented as well in Infinite Campus Contact Log.

**4<sup>th</sup> Offense Referral-** Documentation shall be provided by the bus driver to the transportation director. The transportation director will then inform the school administration of the referral. The student shall be suspended from riding the bus for the remainder of the semester (minimum of thirty (30) full days). A full day shall be defined as both a morning and afternoon ridership. The parent/guardian shall be notified by the school administration and an in-person meeting shall be held with parent/guardian, school administration, and transportation director before the student will be allowed to participate in ridership after suspension is completed. The incident will be placed in the Infinite Campus Disciplinary Log. Communication to the student and parent will be documented as well in Infinite Campus Contact Log.

**Major Offenses- Jasper County Charter System shall consider the following behaviors major offenses:**

- **Fighting**
- **Physical Contact/Horseplay with others**
- **Use of Profanity**
- **Disrespect to Driver/Monitor**

**PK-5**

**1<sup>st</sup> Major Offense Referral-** The Bus Driver, Transportation Director, AND/OR School Administrator will address the issue with student. The student shall be suspended from riding the bus for three (3) full days. Discipline outlined in the Jasper County Student Code of Conduct shall also be applied. A full day shall be defined as both a morning and afternoon ridership. Documentation shall be provided by the bus driver to the transportation director and the incident will be placed in Infinite Campus Spotlight. Communication to the student and parent will be documented as well in Infinite Campus Contact Log.

**2<sup>nd</sup> Major Offense Referral-** The Bus Driver, Transportation Director, AND/OR School Administrator will address the issue with student. The student shall be suspended from riding the bus for five (5) full days. Discipline outlined in the Jasper County Student Code of Conduct shall also be applied. A full day shall be defined as both a morning and afternoon ridership. Documentation shall be provided by bus driver to the transportation director. The transportation director shall contact the parent/guardian via phone/email communication and the incident will be placed in Infinite Campus Spotlight. Communication to the student and parent will be documented as well in Infinite Campus Contact Log.

**3<sup>rd</sup> Major Offense Referral-** Documentation shall be provided by the bus driver to the transportation director. The transportation director will then inform the school administration of the referral. The student shall be suspended from riding the bus for ten (10) full days. Discipline outlined in the Jasper County Student Code of Conduct shall also be applied. A full day shall be defined as both a morning and afternoon ridership. The parent/guardian shall be notified by the school administration and the incident will be placed in Infinite Campus Disciplinary Log. Communication to the student and parent will be documented as well in Infinite Campus Contact Log.

**4<sup>th</sup> Major Offense Referral-** Documentation shall be provided by the bus driver to the transportation director. The transportation director will then inform the school administration of the referral. The student shall be suspended from riding the bus for the rest of the semester (a minimum of thirty (30) days). Discipline outlined in the Jasper County Student Code of Conduct shall also be applied. A full day shall be defined as both a morning and afternoon ridership. The parent/guardian shall be notified by the school administration and an in-person meeting shall be held with parent/guardian, school administration, and transportation director before the student will be allowed to participate in ridership after suspension is completed. The incident will be placed in Infinite Campus Disciplinary Log. Communication to the student and parent will be documented as well in Infinite Campus Contact Log.

## 6-12

**1<sup>st</sup> Offense Referral-** Documentation shall be provided by the bus driver to the transportation director. The transportation director will then inform the school administration of the referral. The discipline shall be administered by the school administrator. Discipline may include the student being suspended from riding the bus a minimum of five (5) full days. Discipline outlined in the Jasper County Student Code of Conduct shall also be applied. A full day shall be defined as both a morning and afternoon ridership. Documentation shall be provided by the bus driver to the transportation director and incident will be placed in Infinite Campus Discipline Log. Communication to the student and parent will be documented as well in Infinite Campus Contact Log.

**2<sup>nd</sup> Offense Referral--**Documentation shall be provided by the bus driver to the transportation director. The transportation director will then inform the school administration of the referral. The discipline shall be administered by the school administrator. Discipline may include the student being suspended from riding the bus a minimum of ten (10) full days. Discipline outlined in the Jasper County Student Code of Conduct shall also be applied. A full day shall be defined as both a morning and afternoon ridership. Documentation shall be provided by the bus driver to the transportation director. The transportation director shall contact the parent/guardian via phone/email communication and the incident will be placed in Infinite Campus Discipline Log. Communication to the student and parent will be documented as well in Infinite Campus Contact Log.

**3<sup>rd</sup> Offense Referral-** Documentation shall be provided by the bus driver to the transportation director. The transportation director will then inform the school administration of the referral. The discipline shall be administered by the school administrator. The student shall be suspended from riding the bus for the remainder of the semester (a minimum of thirty (30) full days). Discipline outlined in the Jasper County Student Code of Conduct shall also be applied. A full day shall be defined as both a morning and afternoon ridership. If the student is a graduating senior and there are less than thirty days left in the semester, then the student may not be allowed to participate in graduation activities. The parent/guardian shall be notified by school administration and an in-person meeting shall be held with parent/guardian, school administration, and transportation director before the student will be allowed to participate in ridership after suspension is completed. The parent/guardian shall be notified by the school administration and the incident will be placed in Infinite Campus Discipline Log. Communication to the student and parent will be documented as well in Infinite Campus Contact Log.

- If a student is assigned out of school suspension along with a bus suspension, then the bus suspension shall begin once the student has completed out of school suspension.
- Students participating in the Alternative Learning Program will follow guidelines outlined in the orientation meeting held once students are placed into the program.