SCHOOL BUS SAFETY REGULATIONS

Help us protect your children as they travel to and from school. Certain types of children's clothing can create a hazard as your child gets on and off the bus. Especially dangerous are the following: long jackets, sweatshirt drawstrings, untied shoe strings, long backpack straps, scarves, or any loose clothing that could be caught in the bus handrail, door, or other parts of the bus as your child is getting on and off the bus.

Please take the time to check your children's clothing, backpacks, and other items brought to school to help us ensure they arrive safely.

Riding the school bus is a privilege extended to all students who qualify under the policies of the Powell County Board of Education.

School bus transportation is a service provided that is not required by law. If school transportation is desired, students must behave.

Students found to be in violation of bus riding rules may be subject to disciplinary actions, including suspension of bus riding privileges.

AT THE BUS STOP

- Arrive at the bus stop five (5) minutes before time for the bus to arrive. The bus driver is not permitted to wait for students.
- Keep all articles off the roadway and remain well clear of traffic.
- Unauthorized conduct, such as fighting , or damaging property may be subject to action by local police as well as the school.
- Wait until the bus stops and then walk to the bus in an orderly manner.
- If a hoodie or other head gear which blocks the driver from being able to identify a student is worn at the bus stop, the hoodie or head gear must be removed before entering the bus and while riding the bus.
- Students living on the opposite side of the road from a bus stop must wait on their side of the road until the bus is stopped and the driver signals them to cross.
- Students may use only the stop nearest their residence, unless written permission is obtained from their principal and provided to the bus driver.

RIDING THE BUS

- The bus driver may assign seats.
- Riders will share seats as assigned by the driver.
- No one may use any tobacco product, alternative nicotine product, or vapor product as defined in KRS 438.305 on the bus.
- Weapons, dangerous articles, or anything that would be considered dangerous are absolutely prohibited.
- There is to be no eating or drinking on the bus.
- Students shall not use cell phones for talking to others while on the bus.
- If ear buds are used for listening to electronic devices, one ear must be left exposed without an ear bud at all times to allow the passenger the ability to hear the driver.
- Profanity, obscene gestures, and excessive noise (as determined by the driver) are prohibited.
- Blankets are prohibited on the school bus.
- Keep voice volume to a whisper.
- Riders must not extend any body part out bus windows or in the aisles.
- Riders shall face forward at all times.
- Rear and left-side emergency exits will be used only under the direction of the driver or other person in authority.
- Harassment of other bus riders may be grounds for permanent suspension of bus riding privileges.
- Items carried on the bus must be of a size to sit in a student's lap and not block aisles or the vision of the driver from seeing other passengers. Backpacks on wheels or suitcases are prohibited.
- Students may not use any electronic devices that prevent them from hearing the bus driver if the driver needs to communicate with them. This is a safety measure.

A driver shall not knowingly permit any of the following to be transported on the bus:

- Firearms or weapons, either operative or ceremonial:
- Fireworks or any other explosive materials of any type:

- Animals, fowls, or reptiles: (with the exception of service animals as per Board Policy 06.342)
- Preserved specimens that would likely frighten any pupil or cause a commotion on the bus: or
- Glass objects or helium balloons.

UNSAFE CONDITIONS

Any condition which could result in injury to a bus rider is considered unsafe. These actions may occur while at, en route to, or from the bus stop. Parents will be notified in writing of each such occurrence. **This behavior may prohibit the student from riding the bus.** Some examples are: ******Throwing items inside, or at, the bus. ******Failure to remain properly seated. **Improperly exiting the bus. **Fighting, yelling, and excessive noise. **Extending body parts out windows. **Intimidating or harassing other riders. **Failure to follow driver's instructions.

BUS EVACUATIONS

Evacuation drills are conducted to familiarize students with the proper procedure to be followed in cases of emergency.

STUDENTS WHO MISS THE BUS

If a student misses the bus he/she should **NEVER** be brought to the bus at another stop and let out of a vehicle to walk up beside the bus to board. This is in the DANGER ZONE of the bus and puts the child in an extremely dangerous situation. The child should be taken to their school.

DESIGNATED STOP

Parents must designate one address as the student's designated stop. Students are allowed to exit the bus ONLY at their designated stop. Any request to leave the bus at another stop must be in writing and signed by the school principal/designee.

REMOVAL FROM BUS

Anytime the bus driver determines an unsafe condition exists on the bus, the bus must be stopped until the condition is corrected. Assistance may be requested from the Transportation Division. Students causing an unsafe condition may be removed from the bus. The student will be transported in another vehicle to school or the home. If student is transported to school, parents will be required to pick up the student at school.

FIGHTING ON THE BUS

Any student involved in a fight on the bus will receive the disciplinary consequences as set forth in the District Student Code of Conduct.

PRESCHOOL TRANSPORTATION

Preschool students who are transported home and do not have a person on the pick-up list present when the bus arrives will be transported back to their school.
As per board procedure 06.32 AP.1, upon the third (3rd) time the assigned adult is not present to receive the child, the parent(s)/guardian will be requested to provide transportation for the child.

CONSEQUENCES FOR VIOLATIONS

The bus driver will do everything he/she can do before writing a child up. If a driver must write a student up, the driver will specify the actions that the student did which broke a bus rule. If the driver writes a student up the principal is authorized to withhold bus-riding privileges up to a maximum of ten (10) school days for habitual or serious conduct violations. The principal shall contact the superintendent for approval of removing a student for more than 10 school days. The Principal shall notify the parents in cases where bus-riding privileges have been withheld.
The Superintendent or the Superintendent's designee may withhold bus-riding privileges up to one (1) calendar year.

Disciplinary action is determined by the level of the offense. Offenses are broken down into four (4) classes:

1. **A minor, or Class I offense:** Defined as any inappropriate conduct or disruption on a school bus. This includes, but is not limited to, any kind of misbehavior from eating, drinking, littering, failure to sit in an assigned seat or stay in seat while bus is moving, getting on or off the bus incorrectly, refusing to share seats with other pupils, hitting other pupils, not waiting at the bus stop causing unnecessary delay, riding a bus other than one assigned or approved, making excessive noise, or

insisting on taking items on the bus that are against the rules.

The first bus driver write-up in a school semester constitutes a conference with the student at the school, and the student's parents shall be notified. The second offense in a school semester constitutes the loss of bus privileges for a minimum of one (1) day. The third offense in a school semester constitutes the loss of bus privileges for two (2) days.

2. **An intermediate, or Class II offense:** Defined as failure to follow directions related to safety and order on the school bus or habitually committing Class I offenses. Principals shall review bus write up records to determine habitual nature of offenses. This includes refusing to obey the bus driver, making inappropriate gestures to people outside the bus, putting a body part outside the bus window, throwing objects inside or outside the bus, disrespecting the driver/monitor, using abusive or vulgar language to the driver or other passengers, or any other behavior relating to safety.
   Disciplinary action for a Class II offense shall result in a loss of bus privileges for a minimum of three (3) days. A second intermediate offense constitutes up to five (5) days suspension of bus privileges. A third offense constitutes up to ten (10) days suspension of bus privileges and may result in a minimum of 5 days at the Powell County Academy for middle and high school students. All students assigned a 10 day bus suspension shall have a meeting with the Superintendent prior to transportation privileges being reinstated.
3. **A major, or Class III offense:** Defined as a violation of safety procedures on a school bus that may lead to injuries or the bus being damaged or habitually committing Class II offenses. The measure also refers to any unjustified activation of a bus emergency system, including emergency doors, and windows, unless directed by the bus driver. This offense also includes, but is not limited to, fighting, pushing, tripping, the use or possession of tobacco products, alternative nicotine products, or vapor products, use or possession of a lighter, damaging the bus seats or other bus parts, and submitting a false statement against a transportation employee.

   Disciplinary action for a Class III offense constitutes the loss of bus privileges for a minimum of five (5) school days. A second violation shall result in a suspension of bus privileges for up to ten (10) school days and may result in a minimum of 5 days at the Powell County Academy for middle and high school students. All students assigned a 10 day bus suspension shall have a meeting with the Superintendent prior to transportation privileges being reinstated.. If a student repeatedly displays inappropriate behavior on a bus, the student shall be referred to the superintendent and may lose bus privileges for up to one calendar year.

4. **Zero Tolerance offense, or Class IV offense:** Defined as the most severe class of violations. This class could include, but is not limited to, possession or use of a controlled substance, trafficking in a controlled substance or inappropriate sexual behavior. A student who breaks rules at this level shall receive consequences by the superintendent or designee who may withhold privileges up to one calendar year.

BUS DRIVER RESPONSIBILITIES

All bus drivers shall meet the qualifications of and be in compliance with the responsibilities noted in Kentucky Administrative Regulations.

Walkthrough at End of Run
Bus drivers shall conduct a walkthrough of their buses at the end of each run to ensure that all students have disembarked at their designated stops.

Disciplinary Action
Bus drivers who fail to observe/perform their responsibilities shall be subject to appropriate disciplinary action.

BUS DRIVER RIGHTS

Per KRS 158.110, a driver:

1. May refuse to provide further transportation upon written report to Superintendent/designee.
2. May be heard at any disciplinary hearing against a student relating, at least in part, to misconduct that occurred during the operator's transportation of the student:
   a. A driver's recommendation shall be considered as a factor for interim or final determination of disciplinary action; and
   b. A driver is permitted, to the extent permitted by law, to receive written notice from the Superintendent/designee of the investigation, disciplinary action imposed, and reasoning in response to reported misconduct; and
3. Shall be provided the opportunity to be heard and to make a recommendation regarding future transportation of the student during any disciplinary hearing relating, at least in part, to misconduct by the student's parent/guardian and the impact upon a student's transportation privileges.