



CITATION PROCEDURE AND BUS RULES

The Gateway Unified School District's Transportation has adopted regulations in order to provide a safe and secure environment for students who use the school bus. Although not all students ride a bus to and from school each day, they may ride a bus for other events such as field trips or athletic activities.

Citations may be issued at **Level I** or **Level II** depending on the severity of the situation. Summarized below is a brief explanation of each level:

Level I Infractions:

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| <u>First Offense:</u> | Written warning to student |
| <u>Second Offense:</u> | Bus privileges suspended for up to five days |
| <u>Third Offense:</u> | Minimum five day suspension, parent conference, student placed on contract |
| <u>Fourth Offense</u> | Contract broken, bus privileges suspended for 30 days |
| <u>Fifth Offense</u> | Any additional infractions will result in bus privileges being suspended for the remainder of the school year (suspension may be appealed at this level) |

Level II Infractions:

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| <u>First offense:</u> | Bus privileges suspended for up to five days |
| <u>Second Offense:</u> | Minimum five day suspension, parent conference, student placed on contract |
| <u>Third Offense:</u> | Bus privileges suspended for the remainder of the year (suspension may be appealed at this level) |

Parent conference:

Bus privileges will continue to be suspended until a parent conference is held. The conference will include the student, parent/guardian, principal, transportation supervisor and bus driver. The parent must call the Transportation office @ 245-7930 to schedule a conference.

BUS RULES AND REGULATIONS FORM

The following bus rules and consequences are provided to students and parents to assist them in understanding the student's responsibilities while riding a school bus. The following lists of student action constitute violations.

AUTHORITY OF THE BUS DRIVER (5 CCR 14103):

Pupils transported in a school bus shall be under the authority of, and responsible directly to the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus, or being escorted across a street, highway, or road. **Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation.** A bus driver shall not require any pupil to leave the bus enroute between home and school or other destinations

Level 1 Infractions

1. Failure to obey the driver
2. Any movement out of seat while the bus is in motion
3. Eating, gum chewing, or drinking on the bus (bottled water with a re-sealable cap is allowed)
4. Loud, boisterous, or any conduct that distracts the driver
5. Riding or attempting to ride a bus other than the assigned bus without a bus pass
6. Giving improper identification when requested by driver
7. Using profane language or gestures
8. Throwing any objects in, out of, or at the bus.
9. Legs, feet, and objects obstructing aisle or student facing to the rear of bus
10. Transporting live animals, bats, balls, skateboard, or breakable containers
11. Littering of any kind
12. Failure to remain quiet at railroad crossings
13. Leaving the bus at an unauthorized stop without a bus pass
14. Riding the bus after receiving a no-ride suspension
15. Failure to use passenger restraint
16. Other unauthorized or unsafe action

Level 2 Infractions

1. Disrespect to the driver
2. Improper bus stop procedure, (late to bus stop, crossing street unescorted, rock throwing, playing in street, etc)
3. Transporting, brandishing, or using a weapon of any kind
4. Abusive body contact (fighting, slapping, hitting, poking, shoving, pulling hair etc.) at any time
5. Harassment – physical, sexual, racial, verbal
6. Putting any part of the body out of the window at any time
7. Unauthorized opening, closing, or tampering of any kind with bus doors, windows, emergency exits or equipment
8. Lighting of matches, cigarettes, smoking on the bus
9. Use or possession of any illegal substance
10. Endangering life or limb of other people
11. Causing any type of damage or defacing of bus or private property
12. Other unauthorized or unsafe action