



## POTH INDEPENDENT SCHOOL DISTRICT Transportation



Any or all changes of student's pickup or drop off location will need to be reported to campus offices before 1:00 pm.

Rules defining student conduct are designed to protect the passengers and shall be observed at all times. Bus safety rules shall include, but not be limited to the following:

- The bus driver is in charge of students on the bus. Students shall follow the driver's directions at all times.
- Only authorized personnel and eligible bus students assigned to a specific bus are permitted to ride the bus.
- Buses will stop at established stops only. Students will not be permitted to leave the bus until the bus arrives at an established bus stop or the appropriate school. Students shall load and unload at their designated bus stop only.
- Students shall wait for a bus by remaining on the sidewalk. If there is no sidewalk, students will wait next to (but not in) the street. Students must wait until the bus comes to a full stop before boarding or leaving the bus.
- Students will remain properly seated at all times and not block the center aisle. Any or all students may be assigned seats.
- Students must keep their hands, head, feet and personal objects inside the bus at all times.
- Scuffling, shoving or fighting is prohibited on the bus and at established bus stops.
- Littering or throwing items inside or from the bus is prohibited.
- Students are not allowed to consume food or drink on the bus. The use of all tobacco products is prohibited.
- Students shall not deface or vandalize the bus or related equipment. Students that violate this rule will be required to pay for damages.
- Students are not to engage in loud talking, yelling, the use of profanity, and inappropriate language or gestures, on the bus.
- Students are not allowed to bring animals or harmful objects (i.e. weapons, drugs, alcohol, fireworks, etc.)
- Students while on the bus and when exiting or entering the bus are required to comply with and will be subject to the Student Code of Conduct Discipline Rules established by the School District.
- Pre-Kindergarten and Kindergarten must have authorized adult at bus door or the child will not be released.

(Disciplinary Procedures on next page)

CUT ON DOTTED LINE & RETURN ONLY THE INFORMATION CARD

Date: \_\_\_\_\_ Trips Only: ☐ \_\_\_\_\_ Bus#: \_\_\_\_\_ A.M. \_\_\_\_\_ P.M. \_\_\_\_\_

Student Name: \_\_\_\_\_ DOB: \_\_\_\_\_

School: \_\_\_\_\_ Grade: \_\_\_\_\_ Bus# Stop: \_\_\_\_\_

In case of accident or illness, the driver or principal may notify:

Parent/Guardian: \_\_\_\_\_

Home Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

PM Drop-off Location: \_\_\_\_\_ If no answer, call: \_\_\_\_\_

2<sup>nd</sup> contact: \_\_\_\_\_ Phone: \_\_\_\_\_

**I have read and understood the bus rules and have reviewed them with my children.**

Parent/Guardian Signature: \_\_\_\_\_

Additional comments (i.e. Medical Allergies) use back of card if necessary. \_\_\_\_\_

**THE FOLLOWING DISCIPLINARY PROCEDURES FOR BUS  
TRANSPORTATION WILL APPLY:**

(Parents will be notified by phone and mail after each offense)

- **FIRST OFFENSE**  
A verbal and written warning is issued to the student.
- **SECOND OFFENSE:**  
A three-day suspension is issued to the student.
- **THIRD OFFENSE:**  
A ten-day suspension is issued to the student.
- **FOURTH OFFENSE:**  
A thirty-day suspension is issued to the student.
- **FIFTH OFFENSE:**  
Student will be suspended for the remainder of the school year.
- **SEVERE CLAUSE:**  
If a student's conduct while on the bus, or while exiting/entering the bus, either jeopardizes the safety of other students and/or the driver, or constitutes an offense under the Student Code of Conduct/Disciplinary Rules that could result in expulsion or removal to the District's Alternative Education Program, a suspension of the student's bus transportation privileges will immediately be placed into effect for a period of time up to the remainder of the school year. This suspension will be in addition to any other disciplinary action that may be taken by the Poth Independent School District with respect to the conduct referred to in this clause.