

2025-2026 Transportation Bus Rules

Clear Creek ISD Transportation Procedures were established for the safety of all students riding on Clear Creek ISD buses.

Transportation registration in Skyward is required for **ALL CCISD Students**, who are eligible to ride a school bus. All PK-Kinder parents/guardians must obtain a yellow tag from their assigned campus. This tag must be attached to the student's backpack for the entire school year. The parent/guardian and/or sibling must have the matching tag for their Pre-K or Kinder student to exit the bus (see individual schools for details).

Generally, students who reside more than 2 miles from their school (as measured along public roadways) are eligible for bus transportation. Students who live less than two miles will be considered walkers, carpool riders, or daycare riders unless they reside in CCISD Board approved hazardous walking areas. Transportation is routed and provided based on the address of residence that is documented in Skyward, and students will be picked up and dropped off at scheduled stop locations for that address only.

General Safety Rules

1. Obey the instructions of the bus driver. At no time should a student be disrespectful or refuse to cooperate with the driver.
2. The driver will assign bus seats to all students at their discretion.
3. Board and depart the bus at designated stops only.
4. All students must only ride their assigned bus. Student transportation on a bus other than the bus regularly assigned will be granted in EMERGENCY SITUATIONS ONLY. This permission must be approved by the student's principal. A "New Rider Pass" signed by the principal will be issued.
5. It is the responsibility of the parent/guardian to provide transportation to school if a child misses the bus.
6. The driver has the authority to confiscate any prohibited items and items deemed distracting or dangerous.
7. The driver will not allow any unauthorized person to board the bus.

Procedures for Waiting for the Bus

1. Be at your assigned bus stop five minutes early and be visible before the scheduled pickup time. The driver will not wait or honk, nor will he/she stop for late students or students running for the bus.
2. Students should be no closer than ten feet from the bus; this is called the "Danger Zone." Be in clear sight of the approaching bus driver and other traffic. Be watchful and don't play around.
3. Before the bus approaches, form a line and be prepared to board immediately.

4. Stand still and clear of the bus. Move toward the bus ONLY after the door opens and/or the driver signals you to board.
5. Parents/guardians should instruct their children on what to do if they miss the bus.

Loading the Bus

1. Always hold the handrail as you board the bus. Do not push or shove.
2. Go directly to your assigned seat. The bus will not move until all students are seated. Students must always remain seated. Delays affect traffic and schedules.

Unloading the Bus

1. Stay seated until the bus comes to a complete stop and the door has opened.
2. Use the handrail to take one step at a time while exiting the bus.
3. Wait for your turn to leave the bus. Pushing and crowding will only slow exiting and may cause an accident.
4. Students must move away from the bus as soon as they disembark. Do not chase or hang on to the bus at any time. Stay out of the bus "Danger Zone."
5. If crossing the street, wait for the driver's signal before crossing in front of the bus. Do not cross behind the bus at any time.
6. If an article drops or rolls near or under the bus, get the attention of the driver immediately and have the driver assist you to retrieve the article. Do not attempt to retrieve the item without the assistance of the driver.

Accidents or Emergencies

1. Follow the driver's instructions.
2. If you must leave the bus, stay in a group and move to a safe location as directed.
3. The following procedures will be used for evacuation in an emergency.
 - Leave the bus in a single file as quickly and quietly as possible.
 - Evacuation will start with the seats near the front door unless otherwise instructed.
 - Follow the driver's instructions completely.

Conduct on the Bus

1. Classroom dress code and conduct rules shall be followed. Shoes must be worn while riding the bus.
2. Normal conversation is permitted; avoid loud noises that may distract the driver and create an unsafe environment. Do not talk to the driver while the bus is in motion.
3. Keep all body parts inside the bus.
4. No eating or drinking on the bus (water is the only exception).
5. No Scuffling, horseplay and the use of obscene, vulgar, or profane language and/or gestures
6. Do not spit or throw objects inside or outside of the bus.
7. Do not litter, mark, cut, or scratch any part of the bus. Students are responsible for any damage.
8. Do not tamper with bus equipment.

9. The emergency door and exit controls should be used by students only during supervised drills or emergencies.
10. Students should never attempt to operate the passenger door or other controls except in case of emergency.
11. Students shall always remain seated and face forward, as well as keep their feet in front of them and out of the bus aisles for the duration of the trip.
12. Do not spray any substance. (i.e. hairspray, cologne, perfume, deodorant) while on the bus.

Cell Phone Usage

To ensure a safe and respectful environment for all passengers, the following rules apply to cell phones and devices used on the bus.

Keep Volume Low

- Use devices on silent or with headphones/earbuds
- Do Not play audio through speakers or any Bluetooth device

One Earbud Only

- You must always keep one ear free to hear instructions

No Photos or Videos

- Taking photos or recording videos **on the bus** is not allowed for privacy and safety reasons

No distracting behavior

- Do not use devices in a way that cause disruption to others

No AirDrop or File Sharing

- Sending or receiving files (e.g., via AirDrop, Bluetooth) is strictly prohibited

Dropping Off Pre-K and Kindergarten

Parents or a documented designee must be at the bus stop to receive the Pre-K and/or Kinder students with the matching yellow card. If no one is there to receive the student or the yellow card is not presented, the student will be returned to the campus. It is the responsibility of the parents to see that the students who are returned to the school are picked up. Any student returned 2 times will have their riding privileges revoked for the remainder of the school year.

Designated Stop/Changes

Students will be picked up and dropped off at the student's designated bus stop. Only one location for pickup and one location for drop off will be allowed.

Procedures for Bus Tag System for PK and Kinder Students:

- Campuses will distribute bus tags on the first day of school on bright yellow card stock.

- These yellow tags will need to have all information filled out in its entirety. The bus tag should be marked with a large “K” or “PK” on the back. Please do not mark other grade levels of students with yellow tags.
- The Parent/Guardian and any siblings whom the Parent/Guardian would like for the student to get off the bus with will also need a matching tag. We encourage the parent to take a picture of the tag and save it in their cell phone to have as identification when they meet the bus.
- Siblings will need to attach the matching tag, and have it remain visible on their backpack; the siblings tag should be marked with a large “S” on the back of the tag.
- A student placed on the wrong bus will be returned to the school at the end of the route or when logistically possible.

Prohibited Items on the Bus

1. Tobacco, E-cigarettes, Vapes, any smoking material, matches or lighters
2. Live animals or insects
3. Glass containers
4. Alcoholic beverages, drugs, or chemicals
5. Weapons, Explosive devices, stun guns, pepper spray, sharp objects, or firecrackers.
6. Objects such as large instruments, shop projects, or trifold projects.
7. All items must be kept on the student's lap or within the seating compartment and may not deny another student a seat.
8. Balls, balloons, scooters, skateboards and/or any non-approved micro mobility devices.
9. Liquid cleaning supplies.
10. Use of perfumes or any type of body sprays.
11. Any other item prohibited by the CCISD Student Code of Conduct.

Discipline

School Bus is an extension of the classroom and discipline will be administered by the Transportation Supervisor with assistance from the bus driver. All School Bus policies that apply to Student Conduct and other student-related activities apply to the bus. The following procedures shall be followed when discipline concerns arise on a bus serving a regular route or an extracurricular activity.

1. The driver may pull the bus over and stop to safely manage student behavior.
2. If the student refuses to comply with a reasonable request, the driver will report the incident to their Route Supervisor upon returning to the Transportation Department. This notification shall be made in writing in the School Bus Safety report.
3. The Route Supervisor shall investigate the incident and notify the driver of any action taken.

4. Consequences

1st report = Warning

2nd report = Written warning or bus privileges could be revoked for 3 days

3rd report = Bus privileges will be revoked for 5 days

4th report = Bus privileges will be revoked for 10 days

5th report = Bus privileges will be revoked for 30 days

6th report = Bus privileges will be revoked for the remainder of the school year

Note: At the discretion of the Transportation Department, bus riding privileges may be revoked due to the nature of the infraction (see below).

The revoking of privileges from riding the bus from the Home to School/School to Home school bus includes all CCISD school buses, including midday and after school program buses.

The School Administration reserves the right to discuss with transportation and/or adjust the revoking of privileges dates based on the school calendar and severity of the incident and if multiple infractions occur.

When a student loses their bus riding privileges, a staff member from the school and/or the transportation department will contact the parent/guardian by phone, e-mail or UPS to confirm the start and end dates of the privilege revocation. If a parent or guardian cannot be reached after multiple attempts a letter will be sent home with the student in an envelope for the parent/guardian.

Note: The case of serious misconduct that endangers the safety of other students or the driver, Student(s) may be removed from the bus by any school official or law enforcement assistance.

Serious violation: The Director of Transportation or his designee has the authority to bypass steps for serious violations or to repeat a step if the behavior is not a serious violation. Some examples of a serious violation are fighting, cussing, threatening the driver, etc. The campus administration may impose an additional consequence or take appropriate additional disciplinary action in accordance with the Student Code of Conduct.

Immediate appropriate legal/disciplinary action may be taken against any students engaging in any of the following misconducts.

1. Position of firearms, a knife or other dangerous devices will not be permitted and will result in immediate revoked privileges for the remainder of the school year.
2. Use of abusive, profane language or indecent gestures on or near a bus in which students are being transported or directing such language toward the students or the driver.
3. Hindering in any manner the operation of a school bus or obstructing unnecessarily any roadway on which a school bus travels.
4. Making threats against or engaging in physical contact with a school bus driver.

Detection

Individual school buses may be equipped with video cameras that will record the conduct of students and any verbal communication between students and drivers. This recording may be used for disciplinary purposes.

The above rules of conduct, as well as the Student Code of Conduct apply to Clear Creek ISD students who are being transported by buses or other vehicles owned, operated and controlled by the school district. A student who damages or defaces a Clear Creek ISD vehicle may be subject to disciplinary and/or legal action and may be required to make restitution. Any violation of these rules will be reported by the bus driver to the Route Supervisor for corrective action. These safety rules will be enforced by appropriate action that may include the temporary or permanent withdrawal of riding privileges and/or consequences specified in the Student Conduct Code of Conduct. The consequences for any given action will depend upon the seriousness of the violations and all other circumstances.

The Education Code §26.009(b) and consistent with CCISD Board policy FO (Legal), the district may, without consent of a child's parent/guardian, make a videotape or recording of the child “for the purposes of safety, including the maintenance of order and discipline in common areas of the school or on school buses.” However, under the Federal Education Rights and Privacy Act (FERPA), videotapes revealing images of students and other “personally identifiable information” is protected from disclosure absent parent/guardian consent. Therefore, if a parent /guardian wishes to view a video recording in response to a disciplinary action, the parent may do so only if the video does not include images or information related to other students. See FL (Legal), FL (Local) and FO (Local).