



## **Bus Safety and Conduct Expectations**

### **Kerrville ISD**

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Dear Parent / Guardian,

The goal of the Kerrville Independent School District Transportation Department is to provide safe, efficient and caring transportation for all bus-eligible students residing within KISD. Riding the bus is a privilege.

**The following procedures are in place to ensure the safety of all students and staff while loading, riding and unloading the bus. Please review these with your child.**

#### ***General Rules***

1. Cooperate with and obey the instructions of the bus driver and bus aide at all times.
2. Load and unload the bus only at designated stops. Drivers will not stop at an unauthorized location.
3. Ride only the bus to which you are assigned.
4. A signed note from the school administrator is required to ride another bus or have a guest ride with you.

#### ***Waiting for the Bus***

1. Be at the bus stop 5 minutes before the scheduled pickup time. The driver will not wait for late arrivals.
2. While waiting, stand 10 feet away from the edge of the road.
3. Stay clear of the bus until it comes to a complete stop. Do not rush to board.
4. When the bus approaches, form a line and be ready to load immediately.
5. If you miss the bus, go home immediately. Do not run after the bus. If at school, go to the office.
6. Parents are responsible for providing transportation if the student misses the bus. Drivers will not return to pick up students who miss the bus.

#### ***Loading the Bus***

1. Load the bus in a single-file line, using the handrail.
2. Go directly to your seat. The bus will not move until all students are seated.

#### ***Conduct on the Bus***

1. Remain seated with a seatbelt on at all times, per Texas state law.
2. Sit in assigned seat and do not deny another student a seat. Bus personnel are authorized to assign seats.
3. Keep the aisle clear of hands, feet and other items.
4. Stay seated, facing forward, with feet on the floor in front of you.
5. No loud talking, screaming or unnecessary noise making.
6. Fighting, the use of obscene language, gestures, or disruptive behavior is prohibited.
7. Keep hands, feet, head and other items to yourself and inside the bus at all times.
8. Horseplay of any kind is prohibited.
9. Do not throw objects inside or outside of the bus.
10. Do not mark, damage, or vandalize any part of the bus. The responsible party's parents will be required to pay for repairs of any damage.
11. Cell phone use, other than for texting or personal listening, is strictly prohibited. Screen sharing or showing other students phone content is prohibited, and is subject to phone confiscation.
12. Students found taking video or photos are subject to phone confiscation and parent contact.
13. Sounds from a portable electronic device must only go through a portable hearing device and may not be heard by the driver or other students.
14. Do not tamper with emergency exits except in case of emergency or a supervised drill.
15. Do not sit in the driver's seat, or attempt to operate the bus except in case of emergency.
16. Students are not allowed to stand or wait in the stairwell.



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#### ***Exiting the Bus***

1. Remain seated until the bus is fully stopped and exit in an orderly fashion.
2. Use the handrail and take one step at a time when exiting the bus.
3. Stay clear of the bus after exiting; do not chase or touch the bus.
4. If an item drops near or under the bus, do not attempt to retrieve it. Ask the driver for assistance.

#### ***Crossing the Street***

1. Walk 10 feet in front of the bus and wait for the driver to signal it is safe to cross.
2. Never cross behind the bus.
3. Be alert for other vehicles when the bus is loading or unloading.
4. Cross streets at intersections when possible. Obey all traffic signals and signs on your way to and from the bus stop.

#### ***Prohibited Items***

The following items are prohibited on the bus:

1. Tobacco, vaping products, live animals, glass containers, alcohol, weapons, fireworks, drugs, chemicals, and open flames (matches, lighters, etc.).
2. Any objects (e.g., musical instruments, science projects) too large for the student to carry comfortably. All other items must be kept on the student's lap to avoid interference with other passengers.
3. Eating and drinking on the bus is not allowed (including gum and candy) except for water in a clear bottle.
4. Electronics are allowed but must not be used to take pictures, videos, make phone calls, or use the flashlight. Headphones must be used for sound. Devices must be kept out of sight from the driver, and may not be shown or shared with other passengers. Misuse will result in confiscation of the device by the driver and delivery to the Transportation Department. KISD is not responsible for lost, stolen, or broken devices.
5. Any item deemed dangerous or disruptive by the driver.

#### ***Discipline Procedures***

The school bus is considered an extension of the classroom. The following steps and consequences are in place for improper conduct:

- **1st Report:** Campus Administrator conferences with the student and notifies parent/guardian.
- **2nd Report:** Student is suspended from riding the bus for 3 days.
- **3rd Report:** Student is suspended from riding the bus for 5 days.
- **4th Report:** Student is suspended from riding the bus for 10 days.
- **5th Report:** Student is suspended from riding the bus for the remainder of the school year.

If a student's behavior poses a danger to themselves, others, or property, the **Principal and/or the Director of Transportation** may immediately remove the student from the bus. A student may be returned to their home campus instead of their regular bus stop.

If a student is suspended from the bus, this applies to **all district transportation**. Additional disciplinary action may be taken at any time as deemed necessary. Additional disciplinary consequences may be assigned for serious and/or chronic bus misbehavior.

**Thank you for ensuring that all bus riders are provided with safe and efficient transportation to/from school and school-related activities.**

**PLEASE KEEP THIS INFORMATION FOR YOUR REFERENCE**