



Transportation Responsibilities and Protocols

Moffat Consolidated School District #2 is pleased to provide transportation services to our families and our transportation department staff are committed to making sure every student's ride to and from school is safe, respectful, and dependable. Transportation to school is NOT a legal responsibility of the school district; it is a PRIVILEGE to the student that comes with shared responsibilities for students, families, and staff. This document outlines the expectations for safe and respectful behavior on all Moffat Consolidated School District #2 vehicles, as well as the consequences that will be applied when these expectations are not met so that we can provide safe, reliable transportation for every student each day.

Student Responsibilities

Level 1 Offense: Will result in a call home and loss of bus riding privileges for 2 to 4 days plus.

- Standing or changing seats while the bus is moving; students must remain seated and facing forward at all times.
- Use or possession of alcohol, tobacco products, vapes, or drugs on the bus.
- Fighting, hitting, pushing, harassment, bullying, intimidation, spitting, biting, or any type of horseplay.
- Possession of knives, firearms, drug paraphernalia, or any dangerous objects on the bus.

Level 2 Offense: Will result in a "warning" call home and lead to loss of bus riding privileges.

- Eating or drinking on the bus without permission from the bus driver.
- Yelling, cursing, or otherwise being excessively loud on the bus.
- Students must be silent at railroad crossings. Any talking or loud noises at a railroad crossing will result in an automatic write-up.
- Using stereos or other electronic devices on the bus without headphones.
- Getting off the bus at a stop other than the student's assigned stop without prior approval through the office.
- Failing to follow bus driver directions or refusing to comply with reasonable requests.

**All students are required to follow the bus driver's directions at all times
to ensure the safety of everyone on the bus.**



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Parent and Student Responsibilities

- Arrive at the bus stop at least 5 minutes before the scheduled pick-up time. The bus driver will not wait. If you miss the bus, you may go to the next stop (if safe and appropriate) or transport your student directly to school.
- Do not chase or attempt to stop any district vehicle, and do not interfere in any way with the completion of the route or the safety of passengers.
- If your student has any food or life-threatening allergies, notify the school immediately so this information can be included in transportation safety planning.
- Students must be silent at railroad crossings. Any talking or loud noises at a railroad crossing will result in an automatic write-up.
- Each student is financially responsible for any damage they cause to the interior or exterior of a district vehicle. All damage must be paid for before transportation privileges are reinstated, with no exceptions. This applies to regular routes, field trips, athletic events, clubs, and any school-sponsored activity using district transportation.
- Aisles must remain clear at all times. Backpacks, instruments, and other belongings must be stored safely in the student's lap or as directed by the driver.
- Lost or stolen items are not the responsibility of the district. Items found on a district vehicle may be placed in the lost and found.
- Drivers and school staff may only load and unload students at their assigned stops. Parents/guardians must contact the office in advance to request a one-time change to a student's pick-up or drop-off point.
- Students may not ride a bus to a location other than their assigned stop except in an emergency and only if the parent/guardian has provided permission that has been approved by the front office.
- The driver is responsible for safely transporting students to their destination and discharging them unharmed. Orderly behavior on the bus is essential; any distraction to the driver may compromise safety.

**All rules that apply to Moffat Consolidated School District #2
also apply to the District vehicles and property.**



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Consequences

Any Level 1 Offense skips immediately to the Second Offense and Consequence.

Any Level 2 Offense will begin with the First Offense and Consequence.

First Offense: Parents/Guardians will be notified by the bus driver or transportation director and my child will be warned about the consequences of not following the rules.

Second Offense: Parents/Guardians will be notified by the transportation director, and my child will lose all transportation privileges for 2 to 4 days.

Third Offense: Parents/Guardians will be contacted by the transportation director and an administrator, a mandatory parent/student meeting will be set up and my child will lose all transportation privileges for 8 days – additional days will be added until the mandatory meeting is complete.

Fourth Offense: Parents/Guardians will be contacted by an administrator, and my child will lose all transportation privileges for the remainder of the semester.

Fifth Offense: Parents/Guardians will be contacted by the transportation director and an administrator and will lose all transportation privileges for the remainder of the school year. Students who have been suspended from riding the district vehicle will also lose all district vehicle riding privileges to include field trips, regular route, athletic practices and trips or any other school function.

Remember: Once a student boards the bus, they are under the responsibility and authority of the district and its staff. Students may not get off the bus after boarding except at their designated stop or when released by an administrator, parent/guardian, or authorized school staff member. This rule will be enforced at all times for student safety.



Transportation Responsibilities and Protocols

Parent/Guardian and Student Acknowledgment & Signature Page

Please review the Transportation Responsibilities and Protocols with your child. After reviewing, sign and return this page to the school. Your signature indicates permission for your child to use district transportation, an understanding of the expectations for behavior on district vehicles, and the consequences for not following these expectations. If you have questions or need clarification about any transportation rule or consequence, please contact the Transportation Director or the school office at 719-745-0500.

Student Information

Student Name: _____

Grade: _____ District School: _____

Parent/Guardian Information

Parent/Guardian Name (print): _____

Parent/Guardian Phone: _____

Acknowledgment

By signing below, we acknowledge the following:

- We have received and reviewed the Moffat Consolidated School District #2 Transportation Responsibilities and Consequences.
- We understand the student behavior expectations while riding district vehicles.
- We understand the consequences for Level 1 and Level 2 offenses and how they may impact transportation privileges.
- We understand that transportation is a privilege, not a right, and that unsafe or inappropriate behavior may result in loss of this privilege.
- We understand the expectation is that if our student is going to have a friend ride the bus they must be a district student and they must have written parental permission from each parent. The note must be given to the office no later than noon on the day of transportation.

Parent/Guardian Signature: _____ Date: _____

Student Signature: _____ Date: _____