



Book	Policy Manual
Section	5000 - Students
Title	Administrative Regulations Regarding Conduct on School Transportation
Code	5131.01-Administrative Regulations
Status	Active
Adopted	November 22, 1994
Last Revised	December 13, 2022
Prior Revised Dates	11/27/2007

CONDUCT ON SCHOOL TRANSPORTATION

ADMINISTRATIVE REGULATIONS FOR STUDENTS RIDING SCHOOL BUSES AND VANS

Transportation is provided for students in accordance with state law and regulations and The Norwich Board of Education (the "Board") policy. Students accessing transportation are expected to behave in an appropriate manner, in accordance with all school rules and regulations. The Board's policies and procedures concerning student discipline shall apply to student behavior while accessing student transportation.

Parents and/or guardians are responsible for ensuring the safety of their children up until the point when students board the school bus or other school provided transportation, and after students get off the bus after school. This responsibility includes the selection of walking routes to/from any bus stop and/or the school building, compliance with health and safety precautions at the bus stop and along walking routes, and the provision of supervision that is appropriate to the student's age, maturity and conditions along with walking route and/or at the bus stop at all times. The Board expects that parents and/or guardians will among other things, ensure that:

- A. Students will arrive at their transportation stop in ample time to safely board the bus or van (but no more than 10 minutes before the bus/van's scheduled arrival time).
- B. Students will maintain proper behavior at the bus stops.
- C. Students will respect private property (e.g. homeowners' property, business property).
- D. Students will stay out of the road at all times while waiting for the bus/vehicle.
- E. Students will approach the bus/vehicle only after it has stopped.
- F. Students will remind the driver when it is necessary for them to cross the street. The student will cross at least ten (10) feet in front of the bus/vehicle making sure that the student is in sight of the bus driver. The student will look both ways to make sure that nothing is coming in either direction before stepping into the street and before crossing the last half of the street.

In order to promote safety, students are required to abide by the Board's student discipline policy and school rules will on school transportation. Failure to do so may lead to disciplinary action, in accordance with the Board's student discipline policy. The following rules outline expectations for student behavior from the time of a student's arrival at their designated

bus stop in the neighborhood until the student reaches the school, and from the time the student leaves school at the end of the day until arrival at their neighborhood bus stop.

1. All passengers will follow the instructions issued by the driver for loading, unloading, and personal conduct while in transit.
2. Passengers will enter or leave the bus/vehicle at the designated stops. No student will be discharged from the bus/vehicle at any point along the bus/vehicle route other than the student's own bus/vehicle stop, unless the student has written permission from a parent or guardian and the request has been approved by the principal or designee, and communicated to the bus/vehicle operator.
3. Students will enter and leave the bus/vehicle in an orderly manner, without pushing, crowding, loud talking, or horseplay.
4. While abroad school transportation, students must behave in a safe, non-disruptive manner. Prohibited conduct includes, but is not limited to, the following:
 1. Changing seats while the bus/vehicle is in motion;
 2. Interfering with anyone passing to and from their seat;
 3. Pushing or crowding others;
 4. Loud talking, singing or excessive noise of any kind;
 5. Smoking or igniting of any materials on the bus/vehicle;
 6. Using profanity, vulgar language or rude gestures on the bus/vehicle;
 7. Making inappropriate gestures or harassing comments toward pedestrians or people in passing vehicles;
 8. Throwing of anything on the bus/vehicle and from the bus/vehicle;
 9. Propelling any object by elastic bands or any other means;
 10. Placing any part of their body or propelling any object out of the window of a bus/vehicle;
 11. Fighting;
 12. Eating or drinking of beverages;
 13. Possession of dangerous implements or weapons;
 14. Opening or closing of windows unless specifically directed by the bus/vehicle driver;
 15. Any other behavior that violates the Board's Student Discipline Policy.
5. Any student who damages the bus/vehicle in any manner, including but not limited to ripping seats, breaking windows, defacing the bus/vehicle with markings, and/or damaging the mechanical equipment of the bus/vehicle will be held responsible for the cost of repairs to the bus/vehicle. Such charges will be assessed to the student's parents or guardians, and shall not exceed the cost of repair or replacement of the damaged property.
6. Students who violate the Board's Student Discipline Policy and/or school rules and regulations related to conduct on school transportation will be subject to disciplinary action in accordance with the Board's Student Discipline Policy. Potential consequences can include but are not limited to:
 1. Verbal warning or written warning; assigned seat on the bus; and loss of bus privileges for up to and including 10 days, as imposed by the principal or designee;
 2. Misconduct on the bus or at any bus stop may also be grounds for expulsion from school pursuant to the Board's Student Discipline Policy;
 3. The level of discipline will reflect the severity of the offense. The administration may consider whether misconduct is the student's first offense or whether the student has engaged in previous misconduct while accessing school transportation;
 4. If the driver believes a student has engaged in serious misconduct or continuous misconduct, the driver will report such behavior to the principal or designee in written form, dated, and signed by the driver;
 5. In cases where the student may have violated state law, the Norwich Police Department will be notified.