

Madison Local Schools Transportation Handbook



Revised June, 2026

TRANSPORTATION CODE OF CONDUCT

The Madison Local School District provides transportation as a service to eligible students. Riding a school bus is a privilege, not a right. Students who ride district transportation are expected to conduct themselves in a safe, respectful, and responsible manner at bus stops, on school buses, and during all school-sponsored transportation activities.

The Student Code of Conduct and all Board of Education policies apply while students are waiting at bus stops, riding district transportation, or participating in school-sponsored travel. Failure to comply with transportation expectations may result in disciplinary action, loss of transportation privileges, or additional consequences in accordance with Board policy.

A. Parent and Student Responsibility

Parents/guardians are responsible for the supervision of their child prior to the arrival of the school bus at the assigned bus stop and after the student departs the bus at the end of the route. District responsibility begins when students arrive at their assigned bus stop and ends when students are delivered to their assigned stop following school or school activities.

Students are expected to conduct themselves in a manner that promotes the safety and well-being of all passengers and staff members.

School buses may be equipped with audio and video recording equipment. Recordings may be reviewed by school administrators, transportation personnel, and law enforcement agencies, when appropriate, to investigate misconduct or safety concerns.

B. Bus Rider Expectations

Students shall:

- Follow the reasonable directions of the bus driver promptly and respectfully.
- Board the bus in an orderly manner and proceed directly to their assigned seat if seating assignments are in effect.
- Remain seated facing forward while the bus is in motion.
- Keep aisles, emergency exits, and doorways clear at all times.
- Speak appropriately and avoid behavior that distracts the driver.
- Remain quiet at railroad crossings when directed by the driver.
- Keep hands, feet, objects, and all body parts inside the bus.
- Treat fellow students, drivers, and staff members with courtesy and respect.
- Help maintain a clean and orderly bus environment.
- Exit the bus only at authorized stops.

- Cross in front of the bus only when directed by the driver.
- Follow all emergency evacuation procedures and participate in required bus evacuation drills.

C. Electronic Devices

Students may possess personal electronic devices while riding school transportation when permitted by their grade level and school rules.

Students shall not:

- Use devices in a manner that distracts the driver.
- Use speakers or amplified sound without permission.
- Photograph, video record, or audio record others without permission.
- Use devices to harass, threaten, intimidate, or bully others.
- Refuse a driver's directive to discontinue device use.

The bus driver or administrator may limit device use when necessary to maintain a safe transportation environment.

D. Student Property on the Bus

Students may transport school-related materials and personal belongings that can be safely stored without obstructing aisles, seats, or emergency exits.

The district reserves the right to prohibit items that present a safety concern.

E. Authority of the Bus Driver

The bus driver is responsible for maintaining a safe and orderly environment and is authorized to:

- Assign seats.
- Direct student behavior.
- Submit disciplinary referrals.
- Request administrative assistance.
- Require students to comply with safety procedures.
- Take reasonable action necessary to protect students and maintain safety.

Bus drivers may use reasonable restraint or force when necessary:

- To protect students or themselves from injury.

- To stop a disturbance that threatens safety.
- To obtain possession of a weapon or dangerous object.
- To act in self-defense.
- To protect property.

F. Extracurricular and Activity Transportation

These expectations apply to all district transportation, including:

- Daily transportation routes.
- Field trips.
- Athletic events.
- Academic competitions.
- Extracurricular activities.
- School-sponsored travel.

Students participating in school activities are expected to represent Madison Local Schools in a positive manner while using district transportation.

G. Prohibited Conduct

The following behaviors are prohibited while waiting for, boarding, riding, or exiting school transportation:

1. Fighting, horseplay, or physical aggression.
2. Threatening or intimidating others.
3. Bullying, harassment, hazing, or cyberbullying.
4. Profanity, obscene language, or inappropriate gestures.
5. Throwing objects inside or outside the bus.
6. Possession or use of tobacco products, electronic cigarettes, vaping devices, alcohol, drugs, or drug paraphernalia.
7. Possession of weapons, look-alike weapons, or dangerous objects.
8. Tampering with emergency exits, emergency equipment, or safety devices.
9. Defacing or vandalizing the bus.
10. Standing or moving about while the bus is in motion.
11. Eating or drinking on the bus except as authorized by the district or required by a medical accommodation.
12. Bringing animals onto the bus except as permitted by law.
13. Bringing items that cannot be safely secured.
14. Possessing hazardous materials or objects that may create a safety concern.
15. Any behavior that distracts the driver or jeopardizes the safety of students or staff.

H. Transportation Consequences

Transportation consequences may be assigned separately from school disciplinary consequences.

Minor Violations

First Offense

- Warning, detention, assigned work program, or administrative intervention.

Second Offense

- Up to three (3) school days loss of bus privileges

Third Offense

- Up to five (5) school days loss of bus privileges.

Fourth Offense

- Up to ten (10) school days loss of bus privileges

Fifth Offense

- Loss of transportation privileges for the remainder of the semester/year.

Major Violations

The following list is intended to reflect types of major violations which could result in school consequences as well as the immediate removal from the bus and loss of transportation privileges regardless of previous offenses:

- Fighting or assault.
- Threats toward students or staff.
- Possession of weapons or dangerous objects.
- Possession or use of drugs, alcohol, vaping devices, or tobacco products.
- Throwing objects that endanger others.
- Tampering with emergency exits or safety equipment.
- Severe harassment or bullying.
- Behavior that significantly distracts the driver or creates an unsafe condition.

The administration reserves the right to modify transportation consequences based upon the severity, frequency, age of the student, disability-related considerations, and circumstances of the misconduct.

I. Loss of Transportation Privileges

Students who fail to comply with transportation expectations may temporarily or permanently lose the privilege of riding school transportation.

Transportation suspensions do not excuse school attendance. Parents or guardians remain responsible for ensuring student attendance during periods of transportation suspension.

J. Students with Disabilities

Transportation services identified as part of a student's Individualized Education Program (IEP) or Section 504 Plan shall be provided in accordance with applicable federal and state laws. When disciplinary action involving transportation is considered for a student with a disability, the district shall comply with all applicable legal requirements.

Disclaimer: *Student conduct and transportation discipline shall be administered in accordance with applicable Board of Education policies, including student discipline and transportation policies. Expectations contained within this Transportation Code of Conduct apply to all Madison Local School District students enrolled in preschool through grade 12.*