

BUS CONDUCT RULES

PRIOR TO LOADING

1. Be at the designated bus stop 5 minutes before the scheduled time. The bus cannot wait for a tardy student; the bus needs to stay on schedule.
2. When it is necessary to walk along the roadway, walk on the left facing traffic. Walk on the shoulder or sidewalk when available.
3. Students shall cross the road in front and never behind the school bus. Students that cross, must wait for a signal from the driver that it is safe to do so.
4. Upon entering the bus, please find a seat and remain seated.
5. Students shall identify themselves upon request and comply with the direction of the bus driver, administration, or other authorized school personnel.
6. While waiting for the bus, stay off the traveled portion of the roadway. Utilize the sidewalk if available. No pushing and shoving. Please respect the property of homeowners in the area. Do not run beside the bus when it is moving.
7. When loading, wait until the bus has come to a complete stop before moving toward it. Board the bus in an orderly manner.

WHILE ON THE BUS

1. Obey the direction of the driver and other personnel in authority on the bus. Be seated while the bus is in motion, facing forward with feet out of the aisle. Do not sit in the stepwell or driver's seat.
2. Conduct yourself in a manner that will not distract the driver or disturb other riders. While the bus is moving, please do not talk to the driver except for important matters or emergencies.
3. With the exception of ordinary conversation, students shall observe regular standards of classroom conduct while on a school bus.
4. Students are expected to refrain from conducting themselves in a manner that would constitute harassment, intimidation, bullying, threats, threatening statements, or verbal abuse of another student for any reason. Any student who believes that they have been a victim or witness to, should bring this to the attention of the bus driver.
5. Students shall not be permitted to leave the bus other than at their regular stop, without the written authorization of the principal or the supervisor of transportation and the student's parent/guardian.
6. Obtain driver permission before opening a window. Keep hands, head, legs, etc. inside the bus at all times. Do not throw or pass objects through open windows.
7. Cell phones and electronic communication devices (ECD's) may be used on the bus in SILENT MODE only and must comply with all school board policies. See Board Policy #3245. They may not be used to record or transmit video or audio of other students or staff in accordance with board policy. They must also not become a safety hazard or distraction to other students or the bus driver. Violating cell phone/ECD policies will result in the phone being confiscated and held for parent pick-up. Students in Pre-K through 5th grade are discouraged from bringing cell phones or ECD's to school.
8. Students may be assigned a seat in which they shall be seated at all times unless specifically authorized to change seats
9. Keep the bus clean. Eating, drinking and chewing gum are not allowed. Deposit paper and other unwanted objects in the receptacle provided.
10. Students shall not carry any object on the bus which could affect the safety of the passengers including, but not limited to, items such as knives, sharp objects, firearms, chemicals, explosives

and breakable containers.

11. No plants, animals, balloons, or hazardous objects are allowed on the bus.
12. Do not use tobacco, profane language or gestures, drugs, alcoholic beverages, matches or lighters on the bus.
13. Gang activity is prohibited. Gang clothing, gang graffiti, gang language and or hand signs, or other action that imitate or promote the formation or continuance of gangs will be deemed to be engaging in gang activity.
14. Keep the aisle and front stepwell clear of books and personal belongings of students. When departing, remove all items which were brought on the bus.
15. All items brought on the bus should be in a backpack and held on the student's lap, except for approved musical instruments.
16. In the interest of safety, life, and property, students are directed to refrain from tampering in any way with the emergency exits or fire extinguishers.

GETTING OFF THE BUS

1. Always wait for the bus to come to a complete stop before and after the door opens before starting to unload.
2. Move away from the bus after exiting.
3. Do not attempt to retrieve dropped items anywhere close to the bus. Instead, notify the driver.
4. When crossing the road, always cross in front of the bus. Look for the signal from the driver before crossing.
5. Check for traffic one more time after the driver signals.

PROCEDURES FOLLOWING INFRACTIONS

- A. A BUS CONDUCT REPORT will be completed by the bus driver kept on file in the Transportation Office. The bus driver will also contact the parent/guardian and discuss the behavior. A copy of the report may also be given to the school principal/designee who will, if appropriate, investigate the incident, contact the parent/guardian, and determine disciplinary action. Our goal is to work in partnership with parents to address and correct the behavior/infraction. Repeated and ongoing violations as well as more serious misconduct may result in suspension or revocation of a student's bus riding privileges as well as school discipline.
- B. Students/Parents are responsible for the cost of repairs due to vandalism or misuse.