

The following regulations will govern student conduct on school buses and will be posted in a conspicuous place in all buses:

1. Students being transported are under authority of the bus driver;
2. Fighting, wrestling or boisterous activity is prohibited on the bus;
3. Students will use the emergency door only in case of emergency;
4. Students will be on time for the bus both morning and evening;
5. Students will not bring firearms, weapons or other potentially hazardous material on the bus;
6. Students will not bring animals, except **approved** assistance guide animals, on the bus;
7. Students will remain seated while bus is in motion;
8. Students may be assigned seats by the bus driver;
9. When necessary to cross the road, students shall cross in front of the bus or as specifically instructed by the bus driver;
10. Students will not extend their hands, arms or heads through bus windows;
11. Students will have written permission to leave the bus other than at home or school;
12. Students will converse in normal tones. Loud or vulgar language or obscene gestures are prohibited;
13. Students will not open or close windows without the permission of the driver;
14. Students will keep the bus clean and must refrain from damaging it;
15. Students will be courteous to the driver, to fellow students and passersby;
16. Students who refuse to promptly obey the directions of the driver or refuse to obey regulations may forfeit their privilege to ride on the bus;

The superintendent will establish other regulations as necessary for the safe conduct of students riding district school buses or other forms of district transportation. Such regulations will be available to all parents and students and posted in each school bus or other district vehicle.

CODE OF CONDUCT

Each year the district will include the following transportation rules in the student/parent handbook. The district will provide interpretation to those student/parents whose language is not English.

While riding a school bus, students will:

- *1. Obey the driver at all times;
- *2. Not throw objects;
- *3. Not have in their possession any weapons as defined by Board policy JFCJ, Weapons in the Schools;
- *4. Not fight, wrestle or scuffle;
- *5. Not stand up and/or move from seats while the bus is in motion;
- *6. Not extend hands, head, feet or objects from windows or doors;
- *7. Not possess matches or other incendiaries and concussion devices;
- *8. Use emergency exits only as directed by the driver;
- *9. Not damage school property or the personal property of others;
- *10. Not threaten or physically harm the driver or other riders;
- *11. Not do any disruptive activity which might cause the driver to stop in order to reestablish order;
- *12. Not make disrespectful or obscene statements;
- *13. Not possess and/or use tobacco, alcohol or illegal drugs;
- 14. Not eat or chew gum;
- 15. Not carry glass containers or other glass objects;
- 16. Not take onto the bus skateboards, musical instruments or other large objects which might pose safety risks or barriers to safe entry and exit from the bus;
- 17. Accept assigned seats;
- 18. Stay away from the bus when it is moving;
- 19. Be at the bus stop five minutes before the scheduled pick up time (schedules will be posted on all buses);
- **20. Answer to coaches, teachers and chaperons who are responsible for maintaining order on trips;
- 21. Students who are suspended from riding the bus for any reason or time period are restricted from riding any school bus during the time of suspension;

* These regulations, if broken, are SEVERE violations with severe consequences because of the threat to the safety of others.

**Coaches, teachers and chaperons: (1) must have a copy of the bus regulations and know them before going on a trip; and (2) must position themselves on the bus as to be in control of discipline at all times.

VIOLATIONS

Each year the district will include the following procedures for violations in the student/parent handbook. The district will provide interpretation to those students/parents whose primary language is not English.

DISCIPLINARY PROCEDURES FOR VIOLATIONS

1. First Citation - Warning*: The driver verbally re-states behavior expectations and issues a warning citation followed by a phone call to the parent*.
2. Second Citation*: The student is suspended from the bus until a conference, arranged by the transportation supervisor, has been held with the student, the parent, the bus driver, and the transportation supervisor.
3. Third Citation* of the year: The student receives a 5 to 10 day suspension and will not be able to ride the bus until a conference, arranged by the transportation supervisor, has been held with the student, the parent, the bus driver, the transportation supervisor and the principal. At this time a behavior contract will be made with the student. Further violations of bus regulations will be considered a severe violation.
4. **Severe Violations:** Any severe violation will result in the immediate suspension of the student for a minimum of 10 days, and up to a 1 year expulsion. There will be a hearing at this time, arranged by the transportation supervisor, involving the student, the bus driver, the transportation supervisor, the parent and principal.
5. In all instances, the appeal process may be used if the student and/or parent desires.
6. **Students who are suspended from riding the bus for any reason or time period are restricted from riding any school district bus during the time of suspension.**

*All citations must be signed by the parents, the transportation supervisor, and the bus driver before the student will be allowed to ride the bus again.

Student Transportation Form 2016-2017

Signature indicates Parent/Guardian has read and understands the rules and procedures regarding student conduct and safety and has reviewed it with their students. If there are any questions, please contact the transportation department @ 830-1245 or 830-6384.

Parent or Guardian _____ Date _____
(PRINT NAME)

Parent or Guardian _____ Date _____
(signature)

Residence Address _____

Mailing Address _____
(if different than residence)

Phone Numbers: (Home) _____ (Work) _____

Student's Name _____ Grade _____ Sch. _____

Student's Name _____ Grade _____ Sch. _____

Student's Name _____ Grade _____ Sch. _____

Student's Name _____ Grade _____ Sch. _____

(**mark one**) My elementary student(s) **may** _____ or **may not** _____ be dropped off at his/her rural stop without his/her parent present at the stop.

Emergency contact numbers:

In the event you cannot be reached, list the names and numbers of trusted relatives or friends you have chosen to respond in your absence. (This information should also be on file in the office of your child's school.)

Name _____ Phone _____

Name _____ Phone _____