

Procedure Safety Walking, Biking and Riding Buses

Student Conduct on School Buses

Students are expected to conduct themselves in a way that supports safety while riding the school bus.

The following four primary safety expectations summarize the behavior necessary to maintain safe transportation. These expectations will be posted in each school bus.

- A. Follow the school bus driver's directions the first time they are given.
- B. Sit at all times.
- C. Speak quietly with an indoor voice.
- D. Respect everyone.

The following safety expectations are also in place to support safe transportation.

- A. Students are expected to wait for the school bus driver's signal before crossing the road at the bus stop. Students are expected to cross in front of the bus and never behind the bus.
- B. Students are expected to be silent when the bus is stopped at a railroad crossing.
- C. Students are expected not to eat or drink while riding the bus to and from school, except where a district medical plan states otherwise.
- D. Students are expected to keep the bus free of garbage.
- E. Students are expected to put windows no more than half-way down. Students are expected not to put anything out of school bus windows.
- F. Students are expected to follow their school's rules for the use of electronic devices while riding the school bus. If an electronic device causes a distraction or other problem, the student will be expected to put the electronic device away. No electronic device is to be operated such that it is audible to other students or to the driver.
- G. A student may be assigned a seat by the school bus driver. Students are expected to sit in their assigned seats.
- H. Passengers in school bus equipped with seat belts shall wear them, properly adjusted, whenever the school bus is in motion.
- I. Students are expected not to bring items on the bus which are heavy, sharp, bulky, or otherwise hazardous in the event of an accident or an emergency stop on routes to and from school.
- J. Students are expected not to bring any forms of animal life (except service animals), firearms, weapons, breakable containers, flammables, and any other articles which could adversely affect the safety of the school bus and passengers on the school bus.
- K. Students are expected not to use tobacco or vaping products on the school bus.
- L. Students are expected not to bring drugs on the school bus.
- M. Students are expected to keep the bus aisle clear.
- N. Students are expected to keep emergency exits clear and free of items like backpacks.
- O. Students are expected not to approach the school bus until it has completely stopped.
- P. Students are expected to follow emergency exit procedures.

- Q. Students are expected to identify themselves accurately by name to the school bus driver the first time they are asked.
- R. Students are expected to use respectful words and to avoid profanity or other disrespectful, harmful, demeaning, or inappropriate words.
- S. Students are expected not to discharge deodorant, perfumes, or other sprays or materials which could cause an allergic reaction in another person.

Driver Responsibility

School bus drivers are expected to train their students on the four primary safety expectations regularly. School bus drivers are expected to train on the additional expectations as necessary. If students do not follow expectations, drivers are expected to report according to transportation department procedures.

When a teacher, coach, or other staff member is assigned to accompany students on a school bus, that person shall be responsible for the behavior of the students in his or her charge and shall ensure that passengers comply with state rules and district policies and procedures for student transportation. However, the school bus driver shall have final authority and responsibility.

Discipline of Student School Bus Riders

It is recognized that most student misconduct can be resolved between the driver and the student at the time of the occurrence. Drivers are expected to follow department procedures which inform students of expectations, provide for communication between the driver and the student, and provide for effective immediate consequences on the bus at the time of the incident. It is expected that most unsafe behavior will be resolved through these procedures. However, if a student is defiant of the driver's directions or engages in severe misconduct, Transportation Administration may suspend the student's privilege to ride the school bus.

For repeated misconduct, the following discipline ladder will be used. On each successive misconduct report, the following action will be taken:

1. Warning.
2. 1-day suspension of bus riding privileges.
3. 3-day suspension of bus riding privileges.
4. 5-day suspension of bus riding privileges.
5. 10-day suspension of bus riding privileges.
6. 45-day suspension of bus riding privileges.
7. Remainder of school year suspension of bus riding privileges.

For severe misconduct, an appropriate consequence will be selected from the discipline ladder. Once that consequence has been administered, the next consequence will fall at the next step of the discipline ladder.

Depending on a student's age, the type of misconduct in which he or she is engaged, and the length of time between reports of misconduct, the transportation administrator may choose not to select the next consequence on the discipline ladder.

The following are examples of severe misconduct:

- A. Refusal to identify oneself by name to the school bus driver.

- B. Physically hurting another student.
- C. Possession of a weapon on the school bus.
- D. Certain degrees of harassment or bullying.
- E. Destruction of property.

Ridership Eligibility

Student Assignment to a School Bus Route and to a School Bus Stop

- A. Students will be assigned a designated school bus route. Students are expected to only ride their designated route unless written permission to do otherwise has been received and verified by school officials.
- B. Each student will be assigned a designated school bus stop. Each student is expected to board and to leave the bus only at his or her designated school bus stop.

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