

NONINSTRUCTIONAL OPERATIONS AND BUSINESS SERVICES

Series 700

Policy Title Student Conduct on School Transportation Regulation

Code No. 711.02-R(1)

Persons riding in school district vehicles shall adhere to the following rules. The driver, sponsor and chaperones are to follow the school district policies, rules and regulations for student violations.

1. Riders must be at the designated loading point before the arrival time. If a student is late for the bus, the family will have to provide transportation for the student to school.
2. Riders must wait until the vehicle comes to a complete stop before attempting to enter.
3. Riders must not extend arms or heads out of the windows at any time.
4. Aisles must be kept clear at all times.
5. Riders shall load and unload through the right front door. The emergency door is for emergencies only.
6. Riders will depart from the vehicle at the designated point unless written permission to get off at a different location is given to the driver.
7. Riders may be assigned a seat by the driver.
8. Riders who damage seats or other equipment will reimburse the school district for the cost of the repair or replacement.
9. Riders are not permitted to leave their seats while the vehicle is in motion.
10. Waste containers are provided on all vehicles for riders' use.
11. Permission to open windows must be obtained from the driver.
12. Classroom conduct is to be observed by students while riding the vehicle except for ordinary conversation.
13. The driver is in charge of the riders and the vehicle, and the driver is to be obeyed promptly and cheerfully.
14. Riders should assist in looking after the safety and comfort of younger riders.
15. Riders who must cross the roadway to board or depart from the vehicle must pass in front of the vehicle (no closer than 10 feet), look in both directions and proceed to cross the road or highway only on a signal from the driver.
16. Riders must not throw objects about the vehicle nor out the windows.
17. Shooting paper wads, squirt guns or other material in the vehicle is not permitted.
18. Riders must keep their feet off the seats.
19. Rough housing on the vehicle is prohibited.
20. Riders must refrain from crowding or pushing.
21. The use or possession of alcohol, tobacco or look-a-like substances is prohibited in the vehicle.
22. All food and drink containers must remain closed.
23. The Good Conduct Rule is in effect.

Disciplinary Procedures

A student who misbehaves on a bus will be recorded in the bus driver's student disciplinary log. If the driver prepares a Bus Conduct Form, it is submitted to the principal. The principal will visit with the student. Depending on the severity of the infraction, the principal may visit with the parent(s)/guardian(s). The principal may take any of the following courses of action:

1. Assign seats
2. Detention

3. Suspension of riding privileges
 - a. 3 days
 - b. 10 days
 - c. Long term suspension