

Rules for Transportation Safety and Conduct

Transportation Rules

Students shall conform to the following rules for proper behavior:

- Arrive at the bus stop 5 to 10 minutes before the scheduled pick-up time;
- Remain well back from the roadway while awaiting the bus;
- Enter the bus in an orderly manner, go directly to a seat and remain seated until the destination is reached;
- Keep hands, arms, and head inside the bus;
- Keep articles such as athletic equipment, books, and musical instruments out of the aisle;
- Use the emergency door for emergencies only;
- Observe the same conduct as in the classroom;
- Be courteous, use no profane language;
- Do not eat, drink or chew gum on the bus;
- Keep the bus clean;
- Cooperate with the bus driver;
- Do not smoke or use tobacco products;
- Do not possess, handle, transmit, use or attempt to use any dangerous weapon;
- Do not be destructive of property;
- Sit in seats assigned by the bus driver or principal (if applicable);
- Wait for signal from the bus driver before crossing the street at a bus stop. When crossing a street is necessary, students shall always move far enough ahead of the bus so that they are able to see the face of the bus driver and the bus driver may adequately observe the student; and
- Transient students shall be expected to abide by the code of discipline and behavior for transportation safety and conduct.

**Code of Discipline
and Behavior**

The following divisions of minor and major offenses with applicable disciplinary procedures are designed to protect the safety of all members of the educational community in the exercises of their rights and duties:

Minor Offense Examples (not an exclusive listing):

- Randomly out of seat;
- Eating/drinking/chewing gum on bus;
- Littering the bus;
- Loud talking; and
- Lack of courtesy or consideration of others (placement of articles, pushing, shoving, throwing items. etc.).

Upon determining that a student has received ample warning concerning a minor offense, the driver shall report such (in writing, if possible) to the applicable school principal/designee. The school administrator shall notify the student and parent/guardian that another infraction may result in a suspension of bus riding privileges. Each subsequent violation shall result in an additional suspension. Multiple minor offenses shall constitute a major violation making the student subject to permanent removal of bus riding privileges.

Major Offense Examples (not an exclusive listing):

- Disrespect;
- Abusive language;
- Threats or assault;
- Use of any tobacco product;
- Harassment of any sort;
- Destruction of property;
- Possession, transmission, use, or attempted use of any dangerous weapon;
- Possession, transmission, use or attempted use of alcohol or illegal drug; and
- Multiple violations of minor offenses.

In cases of a major offense, the bus driver shall report such immediately to the appropriate school administrator. Pending proper investigation and findings, an immediate suspension of bus riding privileges for not less than five (5) days shall result from a major offense. A second major violation may result in suspension of bus riding privileges for one (1) calendar year. In the event that a major offense constitutes a zero-tolerance infraction, the student is subject to suspension for a period of not less than one (1) calendar year. The Director of Schools shall have the authority to modify this zero-tolerance suspension requirement on a case-to-case basis.

A warning is not official until it has been issued from the bus driver to the school administrator (in writing, if at all possible), followed by a written notice from the school administrator to the parent/guardian.

Any student who gets off the bus at any point between the pick-up point and the school must present the bus driver with a note of authorization initially from the parent and approved by the principal of the school where the student is enrolled. Any student who wishes to ride a bus other than his/her designated bus must have a written parental permission and the approval of the principal or his/her designee.

**Use of Video
Cameras**

Video cameras may be used to monitor student behavior on school buses (both owned by the school system and by private owners) transporting students to and from school and to extracurricular activities. Video surveillance shall be used only to promote the order, safety, and security of students, staff, and property.