

# SJRCS Bus Discipline Policies

These policies apply to those who ride the SJRCS school bus. Please go over this document with your child(ren). All students are expected to behave appropriately on the bus to insure the safety of all students. Therefore, we cannot permit any child to make it difficult for the driver to concentrate on the road and for safety of all students. Unruly bus behavior will not be tolerated.

All students will:

1. Follow the directions of the bus driver the first time they are given.
2. Stay in their seat while the bus is moving.
3. Not put arms or heads out of the window.
4. Use inside voices.
5. Not eat on the bus at any time.
6. Abide by all student conduct rules.

If these rules are not followed, the bus driver has the right to ask that the student be assigned to a front seat for one week. If this does not improve behavior, the student's right to ride the bus will be terminated.

## Tardy Policy

**Morning Route- The bus will not wait for students at the bus stop. If you are late, you may miss the bus to school.**

## Afternoon Route

The students will be dropped off at public locations, and we will not be able to hold up the bus due to tardiness. Please indicate below who could be responsible for your child in the instance that you are late. Please discuss this with the other parents at your bus stop. If you are late, the bus will wait five minutes. After five minutes your child(ren) will continue on the bus route to Brunswick. Your child will need to be picked up in Brunswick. A minimum of \$50 charge will be applied if you are any more than 10 minutes late. If you are late three times, without having arrangements in place, you will be subject to lose bus privileges. **If your child is not planning on riding the bus in the afternoon, you must send in a note or call the office.**

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If your child is planning on walking home from the bus stop, please sign below to give the bus driver permission to drop your child off to walk home. St. John Regional Catholic School is not responsible for children after the drop off location.

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Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

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Student Signature \_\_\_\_\_ Date \_\_\_\_\_

## Refund Policy

If a student should need to cancel bus service for any reason other than moving out of the area the following refund policy applies.

Termination of Bus Service between September 1<sup>st</sup> to October 1<sup>st</sup> Refund will be 75% of total

Termination of Bus Service up until November 1<sup>st</sup>  
Termination of Bus Service up until December 1<sup>st</sup>  
Termination of Bus Service after January 1<sup>st</sup>

Refund will be 50% of total  
Refund will be 25% of total  
Refund will be 0% of total

**Friends and Occasional Bus Riders**

One time bus rider fees are \$10 each way per student.

For friends of student that have a current bus contract there will be a \$10 fee charged. A permission form must accompany the \$10 fee sent into the front office before the student will be allowed to ride the bus. The permission form can be found online at [www.sjrccs.org](http://www.sjrccs.org). Friends will only be able to ride the bus based on availability. If the seats on the bus are filled, they will not be able to ride home on the bus. Due to liability issues this policy will be strictly enforced.

**Emergency Information**

**Student(s) Name:** \_\_\_\_\_

**Grade:** \_\_\_\_\_

**Parent's Name:** \_\_\_\_\_

**Address:**

\_\_\_\_\_

**Telephone: Home:** \_\_\_\_\_ **Cell:** \_\_\_\_\_

**Work:** \_\_\_\_\_ **Other:** \_\_\_\_\_

**Additional Emergency Contacts (Others that are allow to pick students up from the bus)**

**Name:** \_\_\_\_\_ **Relation:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Relation:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

If you have any questions please contact Sheila Evers 301-662-6722 or [severs@sjrccs.org](mailto:severs@sjrccs.org).  
Thank you