

Student Conduct on Buses

The transportation director or his designee will be the discipline coordinator that will administer and coordinate all discipline actions/recommendation that may occur during the school year.

The Transportation Department has developed tiered discipline policy in the administration of discipline required for the temporary or permanent suspension of bus privileges.

The following rules governing conduct of students as bus passengers shall serve as the basis for student conduct while riding the bus. Riding the bus to and from school is a privilege extended to students by the district. This privilege may be rescinded on the recommendation of the bus driver and the administration.

1. The driver is in full charge of the bus and passengers. At the discretion of the driver, the passengers may be assigned a seat and held responsible for that seat.
2. Passengers must be absolutely quiet while the bus is stopped at a railroad crossing.
3. Passengers will board and leave the bus in an orderly manner and remain seated while the bus is in motion.
4. Passengers will not extend arms, legs or heads out of the bus windows at any time.
5. Passengers will avoid unnecessary conversation with the driver and will keep conversations with other passengers at a low level.
6. Passengers must be on time, as the driver cannot wait for those who are tardy.
7. Passengers will not use tobacco or have glass containers on the bus. Passengers will not eat or drink on the bus during regular route transportation. Bus drivers may grant permission for students to eat or drink on the bus during extra-curricular trips.
8. Passengers will adjust the windows only when instructed to do so by the driver.
9. Passengers responsible for damage or littering of the bus will be responsible for the repair and/or clean-up.
10. Passengers will not sit in the stairwell, on the engine cover, or in the aisle of the bus.
11. Passengers will not exit from the windows or emergency doors unless an emergency exists.
12. Passengers will not board or leave the bus at a stop other than their own without a written request from the parent(s)/guardian(s), approved by the principal and presented to the driver.
13. Passengers will cross 10 feet or more in front of the bus when crossing the roadway while loading and unloading.
14. Passengers will observe all safety rules at all times.
15. Passengers will respect all other student passengers and the bus driver.
 - a. They will be polite and courteous at all times.
 - b. Students will refrain from fighting, pushing, shoving, tripping, acting in an aggressive manner or bullying another student passenger.
 - c. Students will not use any unacceptable language on or around the bus pickup and drop off points.
16. There is absolutely no smoking on the bus.
17. Passengers will respect the bus and any other equipment on the bus.

18. Passengers will not play video games, use telephones or any other electronic device on the bus.

When a student ignores these rules of conduct for riding school buses, the following procedures will apply:

1. Level 1: Oral warning by the bus driver to the student. Bus driver notes particulars.

Level one violations may be:

- misuse of telephone on the bus,
- teasing other student passengers,
- Use of inappropriate language.
- Violation of safety rules
- Non Violent behavior that is getting out of line
- Eating or drinking
- Throwing paper out of the bus

2. Level 2: A warning of rule infraction by the bus driver in written form will be sent to the transportation discipline coordinator. The transportation discipline coordinator will hold a disciplinary hearing with the student, complete the form and send a copy to the bus driver and a copy to the parent. When a flagrant infraction occurs, this level may be bypassed with the process starting at Level 3.

Level Two violations may be:

- Any other violations in level one or second abuse of level one violations Minor rude behavior, attitude or language
- Appearance of behavior that may be perceived as bullying another student,
- Use of inappropriate language or hand signs,
- Showing inappropriate behavior towards the bus driver after warnings directed by the driver
- Multiple violations of safety rules, of inappropriate behavior.

3. Level 3: Flagrant and/or persistent minor offenses. The bus driver will notify the student verbally that (s)he is filing a Level 3 misconduct report with the transportation discipline coordinator. The driver must file this report within one working day. The transportation discipline coordinator will schedule a hearing with the student, parent, bus driver and transportation director. If the parents do not make themselves available within two days of notification, the transportation discipline coordinator may hold the hearing without the parents. Also, the transportation discipline coordinator may view the incident serious enough to suspend the student from riding the bus immediately, pending the hearing. Any disciplinary action will be decided by the transportation discipline coordinator at this hearing. More than one Level 3 report may be issued.

Level three violations may be:

- Multiple violations of any rules or misbehaving multiple times.
- Aggressive or rude behavior, attitude or language
- Aggressively bullying another student,
- Continued use of inappropriate language.

Continued Disrespectful behavior towards the bus driver after warnings directed by the driver

Defacing or destroying any bus parts, equipment.

Destroying or damaging another students possessions

Multiple violations of safety rules, of inappropriate behavior

4. Level 4: Continued misbehavior or violations. The bus driver and transportation discipline coordinator will follow the same procedures as outlined in Level 3. However, it should be understood that should a student be found guilty of misbehavior or violations at this level, stringent disciplinary action will result. This action will include suspension from using the district transportation system and could include revoking the privilege for the entire school year. A student who has been suspended from riding the bus is suspended from riding all district buses, including field trips, activity trips and athletic buses.
 - a. If the student continues to violate the bus transportation and safety rules for the same reason or indicates the appearance that he or she disregards these rules they will be designated as a habitual offender and may have their bus privileges revoked for the balance of the school year.
 - b. Expulsion of Bus privileges
 - i. If the student is involved in any of the following their bus privileges will be suspend or revoked for
 1. 30 days
 2. Balance of the school year
 - ii. Examples
 1. Fighting
 2. Abusive Language
 3. Drugs (possession or distribution)
 4. Illegal weapons
 5. Habitual bullying
 6. Smoking

Students will not normally be suspended from the bus until the day following the infraction. Each student will begin with a clear record at the beginning of each school year

Special Need Students

The principals will scan and monitor bus discipline reports and notify the transportation discipline coordinator if a student may have a need for specific or special considerations as defined by their Individual Education Plan (IEP) with regard to bus transportation.

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