

**Greenfield Union School District
Bus Ticket Procedures**

Failure to follow the bus rules will result in a “Notice Of Unsatisfactory Conduct On A School Bus” report (bus ticket) being written by the bus driver and given to the School Principal/designee, within two school days, for necessary action to be taken. After evaluation of the child's misconduct, the Principal/designee will take the appropriate action using the policy as indicated below.

First Ticket: Warning! Parent contact – Possible bus suspension **

Second Ticket: Parent Contact – Possible Bus Suspension (*1-3 days*) **

Third Ticket: Parent Contact – Possible Bus Suspension (*3-5 days*) **

Fourth Ticket: Conference with Principal/Driver/Parent – Bus suspension (*5-10 days*) **

Fifth Ticket: Parent Contact – *One of the following actions will be taken:*

- a. Bus suspension for a *minimum of 20 days*
- b. Bus Expulsion *for the remainder of the school year*
- c. School suspension (in addition to a minimum of 20 days' bus suspension)

**** Minimum action will be taken by the School Administrator / Designee. Additional action MAY be taken, at the Administrator's / Designee's discretion, up to, and including, permanent expulsion from the bus for the remainder of the school year, dependant upon the severity of the infraction, and, or, the age of the student. Middle School students will be held to a higher standard of conduct than younger students which will result in stronger disciplinary actions.**

Bus tickets must be signed by the students' parent/legal guardian and returned to the bus driver. Failure to return the signed copy of the bus ticket will be considered an act of defiance, which will result in an additional bus ticket being issued and regarded as a separate incident.

For the safety of all students, any student who shows up at a bus stop in the morning will be provided transportation to school. Under no circumstances will a student be denied transportation by the bus driver and left unattended at the bus stop. If a student has been suspended from transportation (by school administration) and tries to board the bus at the school to go home, that student will be removed from the bus by school staff and taken to the office. The parent will be contacted and will be required to pick the student up from school. In no event, will the student be permitted to walk to school, or home from school, unless authorized (in writing) to do so by the parent/guardian.

Transportation will **ONLY** be denied after the Principal/designee has determined the appropriate length of suspension required, and then **ONLY** after the parent/guardian has been notified, either by mail, phone call, or both. **Bus drivers do NOT have the authority to deny transportation to students.**

A student who rides **any** G.U.S.D. bus while on a transportation suspension, will receive an additional bus ticket, which will result in an additional five (5) days of transportation suspension.