

PUPIL BUS DISCIPLINE

The right of all pupils to ride in a school bus is conditioned on their good behavior and observance of the following rules and regulations. Any pupil who violates any of these will be reported to the school principal or designee.

1. The driver is responsible for the safety and conduct of the students while on the bus. To assist the driver, the pupils shall obey the driver cheerfully and promptly.
2. Students shall go immediately to his/her assigned seat and remain there until the bus reaches its assigned destination.
3. In order to insure a safe and proper bus schedule, the student must be on time at the designated bus stop.
4. It shall be the student's responsibility to observe the following:
 - a. Never stand in the road while waiting for the bus.
 - b. Littering of any sort is not permitted on the bus.
 - c. Do not mar or deface the bus.
 - d. While the bus is in motion, avoid conversation with the driver (unless it is an emergency).
 - e. Smoking, alcohol, profane language and weapons of any sort are strictly prohibited.
 - f. A student must keep his/her arms or other parts of the body within the bus.
 - g. Report to the driver at once any damages to the bus.
 - h. Refrain from eating or drinking on the bus.
5. Pupils who must cross the road after exiting the bus shall pass in front of the bus and not behind it. The driver shall see that the way is clear before the child is permitted to cross the road. Bus routes and stops are set by the Director of Transportation and will not be changed without the director's written permission.
6. Any complaints of drivers, pupils or parents as specified in the above regulations, shall be referred promptly to the principal.

Regulation

No. 8120

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7. Should the conduct of a pupil on the bus endanger the lives of other people and offending pupil fails to cease such conduct when requested by the bus driver to do so, with the permission of the principal, the offender may be removed from the bus. This may be done only in extreme cases and as a last resort to protect the safety of the other pupils.
8. Students will not be permitted off the bus at a stop other than designated. Permission for an undesignated stop may be granted by the principal, if in his discretion the individual case is an emergency. The permission for an emergency discharge must be conveyed to the driver either verbally or in written form by the principal or his designate.

DISCIPLINARY ACTION

- A. The driver shall be in full charge of the school bus at all times and shall be responsible for order; he/she shall not exclude a pupil from the bus, but if unable to manage any pupil, shall report the unmanageable pupil to the principal of the school he/she attends.
- B. A pupil may be excluded from the bus for disciplinary reasons by the principal and his parent/guardian shall provide for his/her transportation to and from school during the period of such exclusion.
- C. **FIRST OFFENSE** – The student will be reported to the school principal who shall determine the disciplinary action to be taken.
- D. **SECOND OFFENSE** – The student will be reported to the school principal. A receipt of mailing letter will be sent to the student's parent/guardian informing them of the problem as well as what procedure will be followed if a third offense occurs during the school year.
- E. **THIRD OFFENSE** – The student will be excluded from the bus for a period of five school days and his parent/guardian shall provide transportation to and from school during that period. Any unexcused absence from school during this period will be considered truancy.
- F. **FOURTH OFFENSE** – The student will be excluded from the bus for a period ten school days and his/her parents shall provide transportation to and from school during that period.

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- G. For subsequent offenses the principal/designee will determine the number of bus suspension days which may include revoking bus privileges indefinitely.

Reference: Policy No. 812

Date Adopted: 1/03
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