

Rules of Conduct

The following rules shall apply to student conduct on District transportation:

1. Passengers shall follow the driver's directions at all times.
2. Passengers shall board and leave the bus in an orderly manner at the designated bus stop nearest their home.
3. When on the bus, passengers shall not stand.
4. Passengers shall keep books, band instrument cases, feet, and other objects out of the aisle of the bus.
5. Passengers shall not deface the bus and/or its equipment.
6. A passenger shall not extend his or her head, hands, arms, or legs out of the window nor hold any object out of the window or throw objects within or out of the bus.
7. Passengers shall not smoke or use any form of tobacco, vape, E-cigarette or Juul on school buses.
8. Usual classroom conduct shall be observed. Unruly conduct, including the use of obscene language, will subject the passenger(s) to disciplinary action.
9. Upon leaving the bus, the student shall not cross immediately in front of the bus until directed by the driver.

General

1. Scuffling or fighting, indecent gestures, or any type of sexual harassment, the use of obscene or profane language, the possession of tobacco products, vape, E-cigarette or Juul, or the possession of a knife or other dangerous instruments will not be permitted.
2. Classroom dress code and conduct rules shall be followed. Gym clothes are not acceptable attire.

Boarding

1. Passengers shall be on time at the designated bus stop. Adhering to this regulation will make the bus stop areas safer and will aid in keeping buses on schedule.
2. Passengers shall stay off the road at all times while waiting for the bus. Students should conduct themselves in a safe manner while waiting.
3. Passengers shall use caution when approaching the bus stop.
4. Passengers shall not move toward the bus or attempt to board the bus until the bus is completely stopped and the door is opened by the driver.

On Bus

5. Passengers shall board the bus only after the driver is on the bus and has given permission to board.
6. Permission to ride a bus other than the bus regularly assigned will be granted in emergency situations only. Students must have written permission from parent(s) or guardian(s). This permission must be approved by the student's principal, and a Bus Transfer Slip must have been issued. Most emergency situations would involve medical problems, accidents, or the unforeseen necessity for the parent to be out of town.
1. Passengers shall board and disembark from the front door only unless otherwise instructed by the bus driver.
2. Passengers shall sit in their assigned seats as soon as they board the bus.
3. Students are responsible for any vandalism that occurs in their assigned seat area. Any damage shall be paid for by the student(s) assigned to a particular seat.
4. The bus driver may change seating arrangements at any time he or she deems necessary.
5. Passengers shall avoid loud talking, singing, laughter, etc. that could cause confusion. (Ordinary conversation is permitted.)
6. Passengers shall keep all gear and personal items in their possession out of the aisle of the bus.
7. Passengers shall not eat or drink on the bus. (Cans, bottles, etc. are not allowed on the bus unless they are part of the lunch container.)
8. All students must remain seated while the bus is in motion.
9. Passengers must not talk with the bus driver while the bus is in motion unless absolutely necessary.
10. Glass objects, pets, animals, radios, toys (dolls, footballs, baseballs, basketballs, volleyballs, inflated balloons, skateboards, tri-fold project boards, etc.) are not allowed on the school bus.
11. Only those band instruments and gear small enough to be held in the student's lap without interfering with the comfort and riding privileges of any other student is allowed.
12. In the event of a road emergency, students must remain in their seats until they are directed by the bus driver to leave

the bus; and they must follow instructions exactly in order to maintain the safety of all involved.

13. The driver shall not permit students to disembark except at their regular and prescribed bus stop.

Unloading

1. Students must remain seated until the bus comes to a complete stop, and then proceed in an orderly manner.
2. Students must move away from the bus if crossing the street, cross in front of the bus, wait for the driver's signal, and walk around the safety arm.

**Co-Curricular
Student Safety**

1. All previously stated rules and regulations apply to any school-sponsored trip.
2. Students are expected to respect the judgment of the sponsors and the bus driver.
3. Students are not allowed to board their co-curricular bus without the knowledge and consent of the sponsor and/or the bus driver.
4. Changing clothes and walking around inside the bus while the vehicle is moving are not permitted.
5. Eating and drinking on the bus is not permitted unless the sponsor has requested this privilege in advance from the Director of Transportation or designee and the bus driver has been instructed accordingly.
6. Any damage or vandalism to the bus and/or equipment will be charged to the department making the co-curricular trip.

**Guidelines for
Disciplinary Action**

The following procedures shall be followed when a discipline concern arises on a bus serving a regular route or an extracurricular activity:

1. The driver or extracurricular sponsor shall attempt to correct the misbehavior of the passenger(s).
2. If the driver is unable to resolve the problem, a transportation official shall be notified immediately; or if the incident occurs in the afternoon, not later than the morning of the next school day.

The notification shall be made in writing on the Student Safety Report.

3. A transportation official shall investigate the incident and notify the driver of the action taken.

4. A conference involving the transportation official, the student passenger(s), the driver, and parent(s) may be necessary.
5. The transportation director or coordinator may suspend the student's bus riding privileges. If such a suspension occurs, every reasonable effort shall be made to inform the parent(s) or guardian prior to the effective time of the suspension.
6. In the case of serious misconduct that endangers the safety of other passengers or the driver, the driver shall contact a transportation official for assistance. The principal and parents shall be notified of the situation as soon as possible.

In such an instance, the student shall not be provided bus service until the above matters are resolved.

Discipline sanctions and changes in transportation for a handi-capped student shall be made in accordance with provisions in the student's Individual Education Plan.

Guidelines for Legal Action

Appropriate legal action shall be taken against any person participating in the following infringements:

1. Hindering in any manner the operation of a school bus.
2. Using abusive or profane language on or near a bus on which students are being transported or directing such language toward the students or the driver.
3. Obstructing unnecessarily any roadway on which a school bus travels.
4. Boarding a school bus without the consent of the bus driver or refusing to leave a school bus when asked to do so by the sponsor or bus driver.
5. Making threats against a school bus driver, sponsor or passenger.
6. Fighting.
7. Threatening to do bodily harm to the bus driver or passengers on the bus.
8. Possessing any firearm, knife or other dangerous weapon is prohibited and will result in immediate loss of bus privileges for the remainder of the school year [see FNCG].

Detection

Individual school buses may be equipped with video cameras that record the conduct of students and verbal communication between passengers and driver. This recording may be used for disciplinary purposes.