

Bus Rules:

1. Students will follow the directions of the driver.
2. Students will be at the bus stop 5 minutes before the bus arrives. Students will wait in an orderly line.
3. Students will help keep bus clean and in safe condition.
4. Students will cross the roadway in front of the bus, only after receiving hand signal from driver.
5. Students will go directly to an available or assigned seat when entering the bus. Keep aisles and exits clear.
6. Students will remain properly seated, back against the back of the seat, bottom against the bottom of the seat, and keep hands to themselves.
7. Students will not eat, drink, chew gum, or bring tobacco, alcohol or drugs on the bus.
8. Students will not carry animals, glass objects, nuisance items, hazardous materials, or weapons onto the bus.
9. Students may only bring approved objects on the bus that can be held on their lap.
10. Students will refrain from using loud voices, profanity and/or obscene gestures, and respect the rights and safety of others.
11. Students will not extend head, arms, or objects out of the bus windows and will refrain from yelling out windows.
12. Students will be totally silent at railroad crossings.
13. Students will stay seated until time to get off the bus.
14. Students will respect themselves, others and property.
15. Students must provide a written note, signed by a parent or guardian and a school official, giving permission to ride a different bus, get on or off the bus at a special bus stop location.
16. New Bus Riders or students that move to a new physical address must provide their bus driver and school administrator a note stating the new address. Attending school should provide the bus driver student information showing change in Infinite Campus.

5-Step Discipline Intervention Program: The following 5-Step Discipline Intervention Program outlines consequences for poor behavior choices for all students riding the bus:

5-Step Discipline Intervention Program

- Step 1** Driver changes or assigns new seat
- Step 2** Driver speaks to student privately
- Step 3** Student is relocated closer to driver (a letter is sent to parent/guardian and copied to administrator)
- Step 4** Driver telephones parent/guardian
- Step 5** Bus conduct report is issued to school administrator

Class I Offenses

- a. Eating or drinking on bus
- b. Out of seat while bus is in motion
- c. Horseplay, yelling out bus window, loud noise (should be classroom behavior)
- d. Possession of unacceptable material, objects, or obscene gestures
- e. Profanity
- f. Riding unassigned bus without signed note from parent and signed by school administrator
- g. Checking mailbox while bus is still in sight (Area is in danger zone.)
- h. Other offenses as reported by the driver or principal

Class II Offenses

- a. Profanity, verbal abuse, and harassment (directed at student or driver)
- b. Body parts out of window (i.e. head, hands, arms, and legs)
- c. Throwing/shooting of any object (i.e. paper, pencils, paper clips, etc.)
- d. Physical aggression or use of any object as a weapon
- e. Use of tobacco, inhalants, or any controlled substance
- f. Destruction of school property (vandalism - suspended until restitution is made)
- g. Loading or unloading buses improperly or tampering with any portion of bus
- h. Lighting of matches, fireworks, or any flammable object or substance
- i. Riding of any bus after being suspended from one
- j. Fighting (of any kind) treated as Class II 3rd offense or 4th offense
- k. Other offenses as reported by driver or principal

As previously stated, the school bus ride is an extension of the school day and as such, is subject to all school policies and procedures. Bus Conduct Reports will be recorded in accordance with all other school record keeping procedures.