

## STUDENT SCHOOL BUS BEHAVIOR REGULATIONS

Students are expected to behave in an orderly manner while riding the bus, and during loading and unloading procedures. The bus driver shall be in complete charge of the bus and its passengers at all times, and shall ensure the safety and wellbeing of all students who ride the school buses.

Students shall observe the following rules and safety procedures:

1. The driver's instructions shall be followed at all times.
2. Students will only ride their assigned bus to and from their assigned stops. Drivers will not allow unauthorized students to board the bus.
3. State law prohibits lighting of matches or smoking on the bus.
4. Liability for any bus vandalism must be assumed by the parents of the student(s) involved.
5. No pushing or shoving at the bus stop.
6. Line up single file to board the bus. Do not run toward the bus as it is preparing to stop, but wait until the bus has stopped completely before approaching the door.
7. Find a vacant seat quickly and sit down. Buckle up for safety. (To use seat belts safely, they must be properly adjusted.)
8. Remain seated while the bus is in motion.
9. Keep hands and feet to yourself. Do not disturb others.
10. Do not shout or make distracting noises. Speak quietly to others around you. Profanity will not be acceptable aboard the bus.
11. Do not change seats or leave your seat unless instructed to do so by the driver.
12. No pushing or shoving when getting off the bus. Leave your seat quickly and quietly after the bus has come to a complete stop.
13. Upon departing the bus, walk away from the bus. Do not walk along the side of the bus.
14. If you must cross the street after getting off the bus, cross in front of the bus far enough ahead so that you and the driver can see each other. Look both ways before crossing the street for your own safety.
15. Consumption of food or beverage is not permitted on the bus.
16. The emergency door at the rear of the bus is to be used as an exit only in the event of an emergency.

17. Do not open windows unless you have permission from the driver.
18. Throwing objects on or around the bus or at the bus stop is not permitted.
19. Objects which may create a hazard on the bus will not be permitted such as sharp objects, animals, or excessively large items which cannot be transported safely, or which cause an inconvenience to other passengers due to insufficient seating space. The Bus Transportation Office reserves the right to make this determination.

#### STUDENTS' RIGHTS

1. Students will be given the opportunity to express their views to their respective Principal prior to any disciplinary action being taken as a result of a formal complaint from a bus driver.
2. Students will be transported until such time that disciplinary action is taken. Students will be transported to their designated destination. No arbitrary decision can be made by the driver to discharge a student at a location other than the student's authorized destination.

#### DISCIPLINARY ACTION

Bus drivers have been instructed to prepare formal reports in the event of student misconduct aboard the bus. The following procedure will be followed after the report has been received by the building Principal:

1. First Offense — Principal speaks to the student and a first notice is sent home to parents. In addition, the Principal will either speak with the parent or send a letter home (which requires written acknowledgement of receipt) explaining the situation and the potential consequences of a subsequent offense. In serious incidents, the Principal may elect to suspend bus privileges.
2. Second Offense — Principal speaks to student and a second notice is sent home. Principal may elect to suspend bus privileges.
3. Subsequent Offenses — Principal speaks to student and arrangements are made within three days to give parents a hearing prior to anticipated suspension from bus privileges. Parents can appeal to the Superintendent if a satisfactory resolution is not reached at the Principal's level. Final appeals can be made to the School Committee. Unless appeals are successful, there will be a one week suspension of bus privileges. The Principal shall continue to work with the parents and the student when subsequent offenses occur.
4. Violation of State Laws — (i.e., smoking or lighting matches) will result in an automatic one (1) week suspension of bus privileges.
5. The Principal will determine the time of suspension of bus privileges in all cases, based on the seriousness of the offense. In the case of an offense where an automatic one week suspension is required, he or she may decide to lengthen the suspension.

LEGAL REFS:           Section 504  
                              I.D.E.A.