

**SUBJECT: Student Conduct on School Buses / School Bus Safety Code for Students on School Buses**

**DATE OF ORIGINAL POLICY:** Aug. 1, 1972; Dec. 4, 1997; Dec 2, 2010

**DATE OF NEXT REVIEW:** 2018

**CANCELS POLICY CODE:** None

**REVISION DATE:** December 12, 2013

**JURISDICTION: RSU 73 Schools**

**POLICY: Student Conduct on School Buses/School Bus Safety Code for Students on School Buses**

A student’s privilege to ride a school bus depends upon his/her conforming to the following rules. Parents/Guardians of the students are responsible for the supervision of their child until he/she boards the bus in the morning and when they get off the bus at the end of the school day. Because the bus is an extension of the classroom, students **MUST** behave in the same manner as they are expected to behave in the classroom. Students will only be allowed to ride their assigned bus. These rules apply to daily riding, field trips and sport trips.

1. Students should be at their bus stop 5 minutes before their scheduled bus arrival time. The bus cannot wait for those who are not at the bus stop on time. While waiting for the bus students should be at least 10 feet from the edge of the road. When crossing the road in front of the bus to get on, students should be 10 feet from the front of the bus so they are able to see their driver. The driver will signal to the child when it is safe to cross. Students must not go near any bus when it is moving.
2. The driver is in charge of the bus and passengers. Students must always obey the driver and be respectful. **All students will be assigned a seat on the bus for the year** unless the driver needs to change seating.
3. When the bus is in motion, students must be seated facing the front until the bus comes to a complete stop. They must not sit sideways, backwards, stand, or move around in the bus. Students will ask permission to open windows and keep all body parts inside the bus at all times.
4. Students will keep the bus clean and the aisle clear; this includes backpacks, feet, musical instruments, sports equipment, etc. Students will not throw things in the bus or out the windows. No eating or drinking on the bus. No spitting.
5. No electronics (cell phones or laptops) without permission from the driver. No inappropriate web sites may be used. Volume should be kept low so that others are not able to hear it.
6. No toxic substances or chemicals on the bus such as hair spray, nail polish or remover, perfume or cologne, etc.

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7. No animals (including reptiles, insects, rodents, etc. in containers) are allowed. No balloons or glass containers.
8. No foul language. This includes profane, vulgar, obscene language or swearing. All conversation should be clean. No loud conversations.
9. Students will not damage the bus. Damage done to the seats or other equipment must be paid for by the student and/or parent.
10. Students should treat each other with courtesy and respect. Fighting, pushing or tripping is forbidden. Students should keep their hands and feet to themselves at all times.
11. Dangerous, inappropriate, disruptive behavior is prohibited.

#### **SPECIAL REQUESTS**

1. No student will get off the bus except at home or school without driver permission. A written note from the parent/guardian granting permission for any alternate drop off location/address is required.
2. There will be no additional riders unless there is extra room on the bus and written permission is received from the Principal. Students with projects that take up lots of space should find other transportation to school.

#### **CONSEQUENCES OF DISOBEYING THESE RULES**

An **incident report form** must be **signed** by parent/ guardian and **returned to the bus driver the next morning**. Failure to return the form may warrant a second incident report. Incident report forms issued by the bus driver must be given to the building Administrator (Principal) and Transportation Director no later than the next school day. When a child receives this slip, the building Administrator (Principal) or the Transportation Director will decide what the consequences will be for the offense. Processing of infractions will take place on the day the form is received. Students are expected to obey the rules of the bus or they will lose the privilege of riding the bus. If the offense is threatening or dangerous to others, the driver may not let the student ride the bus until the issue is investigated. **Suspension from the school bus does not excuse the student from going to school. The parent/guardian will be responsible for getting the student to school and failure to do so will be a violation of the truancy law.**

Legal Reference: TITLE 20A MRSA § 5401

Cross Reference: EEA - STUDENT TRANSPORTATION SERVICES

## Expected Bus Behavior

### Level I Behaviors:

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#### Students:

- Will be seated, facing the front, when the bus is moving
- Will share seats appropriately with others
- Will speak quietly
- Will use only appropriate language
- Will speak and act in a way that does not bully, tease, hurt or harass others
- Will keep the bus clean
- Will not eat or drink on the bus (with the exception of sports/field trips with driver's permission)
- Will follow the bus driver's directions as soon as they are given
- Will keep hands, head and feet inside the bus
- Will not use sexually explicit, in appropriate or derogatory language or obscene gestures
- Will not throw any objects in the bus
- Will only open windows with driver's permission
- Will not use electronics on the bus (with the exception of sports/field trips with driver's permission)

### Consequences of Level I Misbehavior

#### *The following will happen after one verbal warning:*

- 1<sup>st</sup> slip – Written warning sent home by Transportation Dept (parent must sign)
- 2<sup>nd</sup> slip – Transportation/Principal meet with student; call home to parent
- 3<sup>rd</sup> slip – Transportation/Principal meet; 3 day suspension from bus
- 4<sup>th</sup> slip – Transportation/Principal meet; Principal contacts parent; 5 day suspension from the bus

#### The following consequences may also be included:

- Assigned front seat
- Loss of recess
- 1 – 3 days after-school detention

### Level II Behaviors:

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#### Students:

- Will not throw any object out of the bus
- Will do nothing to threaten the safety of others on or off the bus
- Will not vandalize the bus or anyone's property
- Will not push, punch or kick another student in any way
- Will not act in a disrespectful or defiant manner toward the bus driver

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**Consequences of Level II Misbehavior or Continued Level I Misbehaviors**

***The following will happen:***

- 1<sup>st</sup> slip – Transportation/Principal meet with student; send slip home; Transportation calls parent
- 2<sup>nd</sup> slip – Transportation/Principal meet; 2 day suspension from bus; Principal calls parent
- 3<sup>rd</sup> slip – Transportation/Principal meet; 5 day suspension from bus; Principal calls parent

The following consequences may also be included:

- 2 – 5 day after-school detention
- 1 – 3 day in-school suspension
- Loss of recess

**Level III Misbehaviors:**

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**Possession or use of the following:**

- Weapons
- Matches or lighter
- Controlled substance including drugs, alcohol and tobacco
- Threaten or striking the bus driver
- Physically assaulting another student or staff member

**Consequences of Level III Misbehavior or Continued Level II Misbehaviors**

- 1<sup>st</sup> slip – Transportation/Principal meet ; 5 day suspension from bus
- 2<sup>nd</sup> slip – Transportation/Principal meet; 10 day suspension from bus
- 3<sup>rd</sup> slip – Transportation/Principal meet; off bus for indefinite period of time; meet with Superintendent before riding the bus again

The following consequences may also be included:

- Loss of recess
- After-school detention
- Contact with police
- Suspension from school

**Adopted: December 12, 2013**