



BUS RULES AND POLICY FOR STUDENTS

1. Students should be waiting at the bus stop when the school bus arrives unless other arrangements have been made. In case of severe weather or mechanical problems with the bus, and the driver is several minutes late on his/her regular stops, the driver must stop at each home, and give adequate time for pupil(s) to board bus. Driver is responsible for the maintenance of his/her schedule and cannot wait for tardy pupils.
2. Each pupil shall be seated immediately upon entering the bus. Students with an assigned seat shall sit in that seat only, unless permission is given by the bus driver to change seats. No pupil shall stand or move from place to place during the trip. The bus driver is in complete charge of the bus and the riders at all times. Student behavior must be excellent; the driver must not be distracted from the job of driving the bus.
3. No pupil shall stand to leave the bus until it has come to a complete stop and the door has been opened by the driver. Students are not to enter or exit from the bus by means of the emergency door (EMERGENCY ONLY). When crossing the road, students are to take from 8 to 10 steps ahead of the bus so the **DRIVER CAN SEE THEM**, and wait for the driver's signal before crossing the road.
4. If you wish to get off your regular bus at a stop other than your own, you must bring a written request to your bus driver, signed by your parent/guardian. Students wanting to ride a bus other than their regular bus must bring a written request to ride to the principal or secretary of the school they attend. A special bus pass will be issued for a specific period of time. If you are not going to ride the bus to school, please notify your driver. Permission to alter your ride is only given by the transportation director or his/her designee. Bus passes may be revoked permanently if the student demonstrates inappropriate behavior while riding with the use of a bus pass.
5. Students shall not be allowed to eat, drink or chew gum on the bus. Keep your bus clean.
6. Riding the bus is a privilege. Conduct which is considered unacceptable by the bus driver or bus aide, such as fighting, disobeying the driver or aide, smoking, or having inappropriate items out on the bus will make it necessary to take your riding privileges away.
7. No windows or doors will be opened or closed except by permission of the driver. Keep arms, hands, and head inside the bus.
8. Students shall not be permitted to check mail boxes. (A driver shall not tie up traffic for this purpose). Do not stand or play in the road while waiting for your bus. Keep away from all sides of the bus so as not to fall beneath the bus. Report any damage to the bus driver immediately.
9. Students shall respect a substitute driver and bus aide the same as they would their regular driver. You shall not bring water devices of any kind on the bus. This means squirt guns, plastic bottles, or any other device. **NO LIVE ANIMALS, REPTILES, BIRDS OR INSECTS WILL BE TRANSPORTED ON THE BUS.** Check with the transportation director if you have questions.

10. Bus violation notices shall be used and will be enforced. When a child is given a bus ticket, it must be signed by a parent/guardian and presented to the driver when returning to their bus. When a bus violation notice results in a student's suspension, this means **ALL BUS TRANSPORTATION INCLUDING EXTRA TRIPS AND SPORTS TRIPS.**
11. On extra trips & spectator buses, students will be allowed to leave the bus only at the school where the trip originated. **ALL BUS RULES APPLY TO EXTRA TRIPS ALSO.**
12. All requests to pick up or drop off a resident student(s) at a location other than an authorized bus stop must be made by contacting the transportation director at least 3 school days prior to the date the stop is requested. Any deviation from this policy must be made by the transportation director or a designated representative. No bus stop for the purpose of a babysitting situation will be authorized if that stop requires the bus to deviate from the established bus route. No out of district bus stops will be authorized when that stop is on a main road.
13. If a student is not at his/her assigned bus stop in time to board the school bus, it then becomes the responsibility of the parent/guardian to provide the student's transportation to school. A student will not be allowed to meet and board a school bus at any bus stop other than his/her regularly assigned bus stop, unless he/she possesses a valid bus pass or is given permission to ride the bus by the transportation director or his designee. If a responsible adult is not at the bus stop when the bus arrives at the end of the school day and a liability release letter has not been signed, the student(s) will be brought back to the bus garage. All reasonable attempts will be made to contact parents. If these attempts fail, the student(s) will be turned over to local law enforcement agency or to the Dept. of Protective Services.
14. Absolutely nothing shall be thrown while riding any school bus.
15. Inappropriate or vulgar language will not be allowed on any school bus.
16. Students shall keep their voices to a level that will permit the bus driver to hear other students in distress throughout the bus and allow the bus driver to concentrate on driving the bus safely.
17. A student may be removed from their bus immediately if he/she demonstrates inappropriate conduct that could jeopardize the safety of other students or the driver's ability to operate the bus safely.

Bus Driver: _____ Bus No. _____

Detach and keep the above. Please sign and return the bottom portion: **Bus No.** _____
I have read these rules & counseled my child/children accordingly.

Parent signature _____ Home phone # _____

Home address _____

Emer. Contact name _____ Emer. Contact phone # _____

Children's 1st and last names (if different) and grades _____