



SCHOOL BUS CONDUCT POLICY

Bus transportation is a privilege extended only to students who display good conduct while preparing to ride, riding or leaving the bus. Because school bus passengers' behavior can directly affect their safety and the safety of others, the following regulations apply at all times when students are riding a school bus, including field trips or other special trips. School personnel, parents/guardians and the students themselves, all must see that these regulations are followed:

1. **Authority of the Driver – 5 CCR 14103:** (a) Pupils transported in a school bus or in a school pupil activity bus shall be under the authority of, and responsible directly to, the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across a street, highway, or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation. A bus driver shall not require any pupil to leave the bus en route between home and school or other destinations.
2. Riders should arrive at the stop on time and stand in a safe place to wait quietly for the bus.
3. Riders shall enter the bus in an orderly manner and go directly to their seats.
4. Riders shall remain seated while the bus is in motion and shall not obstruct the aisle with their legs, feet, or other objects. When reaching their destination, riders shall remain seated until the bus stops and only then enter the aisle and go directly to the exit.
5. Riders should be courteous to the driver and to fellow passengers.
6. Serious safety hazards can result from noise or behavior that distract the driver. Loud talking, laughing, yelling, singing, whistling, scuffling, throwing objects, smoking, eating, drinking, standing and changing seats may be prohibited actions and may lead to suspension of riding privileges.
7. No part of the body, hands, arms or head should be put out of the window. Nothing should be thrown from the bus.
8. Riders shall help keep the bus and the area around the bus stop clean. Riders shall not damage or deface the bus or tamper with bus equipment.
9. No animals shall be allowed on the bus.
10. Riders should be alert for traffic when leaving the bus.

Riders who fail to comply with the above rules shall be reported to the school principal, who shall determine the severity of the misconduct and take action accordingly. In all instances of misconduct, the rider and his/her parent/guardian shall be given notice of warning. In the case of a severe violation or repeated offenses, the rider may be denied transportation for a period of time determined by the principal, up to the remainder of the school year.



School Bus Rider Rules/ Bus Safety

The following rules of conduct apply and will be enforced by the Bonita Unified School District. Students who violate the rules of conduct may lose the privilege of riding the school bus for a specified period of time.

- Pedestrian Safety walking to and from the Bus Stop:
 - Always walk on the sidewalk
 - Cross only at corners or crosswalks
 - Stop at the curb, or edge of the road
 - Stop and look left, then right, then left again before you step into the street
 - If you see a car, wait until it goes by, then look again
 - Never run across the street
 - Proceed directly between home and the bus stop
- Arrive at the designated bus stop at least five minutes before scheduled pick-up time, but never more than ten minutes early
- Wait for the bus at designated bus stops only
- Line up in an orderly manner without pushing as the bus approaches
- Wait until the bus comes to a complete stop and the door is fully open before entering or leaving
- Present bus pass to board the bus and surrender the pass if asked to do so
- Embark and disembark promptly and in an orderly manner
- Red Light Escort and/or Crossing:
 - The student(s) shall notify the driver that he/she needs to cross the street
 - The student(s) will line up to exit the bus
 - The driver will be the first to exit
 - The student(s) that do not cross the roadway will promptly move away from the bus
 - The student(s) that need to cross will wait in front of and to the right of the bus. The driver will ensure that traffic has been stopped
 - Students are NOT to cross the roadway until the driver gives them a verbal command to do so
 - When safe to cross, the student(s) will walk, not run, completely across the roadway between the bus and the driver and continue moving away from the roadway
 - If the student has forgotten or dropped anything in the roadway, **they are to tell the driver**
- **The student(s) are not to run into the roadway at anytime**
 - Do not loiter at the bus stop; proceed immediately home after dropped off at bus stop
- Follow all directions given by the bus driver
- Do not damage or deface the bus
- Be courteous to the bus driver and fellow passengers
- Be seated; standees shall not be permitted on any school bus. **A school bus shall not be put in motion until all pupils are seated**
- Observe the same high standards of citizenship that are expected at school



School Bus Rider Rules/ Bus Safety (cont...)

- Show proper respect for other people's property
- Do not bring glass containers or dangerous objects of any type on the bus
- Face forward at all times and keep both feet on the floor
- Do not make loud noises or cause other disturbances which might distract the driver's attention from driving
- Do not push or hit other pupils
- Keep hands, arms, head and feet inside the bus at all times
- Keep aisles and emergency exits clear of pupils and materials at all times when the bus is in motion
- Animals are not permitted on the school bus. (Except guide dogs.)
- Do not use profanity or make obscene gestures
- Do not eat, drink or chew gum on the bus
- Do not throw any objects inside the bus or from bus windows
- Do not smoke or light flammable materials of any kind
- Do not engage in any other unsafe behavior that may jeopardize the safety of the bus driver, fellow students or persons

Riders who fail to comply with the above rules shall be reported to the school principal, who shall determine the severity of the misconduct and take action accordingly. In all instances of misconduct, the rider and his/her parent/guardian shall be given notice of warning. In the case of a severe violation or repeated offenses, the rider may be denied transportation for a period of time determined by the principal, up to the remainder of the school year.



Bus Discipline Tickets

- Bus drivers have the responsibility to maintain discipline.
- When rules are broken, bus drivers will
 - 1) Counsel students
 - 2) Give verbal warnings
 - 3) complete a written notice in the form of a Bus Ticket or Notice of Unsatisfactory Conduct on the School Bus and present it to the Principal or Director of Transportation, when necessary

A written notice shall include the name of student, date of incident, the nature of the problem and any related back-up information relative to the incident. When the bus driver finds it necessary to complete a written notice in the form of a Bus Ticket or Notice of Unsatisfactory Conduct, the bus driver will inform the student.

- School officials have the responsibility to follow through on each written notice and to act upon the report in a fair, firm and consistent manner according to the following guidelines:
 - The Principal or Director of Transportation will consult with student(s) and communicate with parent(s) as necessary by phone and/or letter regarding any proposed action to be taken
 - A record of each action will be kept at the Transportation Office and at the school. In addition, phone contact and/or letter of any action in which a student loses bus-riding privileges will serve as notification to parents

When written notice is given out the following guidelines will be followed:

- **First written notice:**
 - **A Warning**, with suspension should there be a succeeding written notice or **Suspension**, depending on the seriousness of the offense
- **Second written notice:**
 - No less than a 3-day bus riding suspension
- **Third written notice:**
 - No less than a 5-day bus riding suspension
- **Fourth written notice:**
 - No less than a 2-week bus riding suspension
- **Fifth written notice or serious offense:**
 - No less than the balance of the semester bus riding suspension

All buses are equipped with video monitoring systems