

*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.*

- 1. Bus Stops will be designated by the Dispatcher and/or Transportation Director based on the address information provided on the bus lottery interest form.*
- 2. School Bus Drivers are only allowed to pick up and release students at stops approved by the district.*
- 3. Multiple stop locations are not available due to space limitation.*
- 4. Arrive at the designated bus stop at least five minutes before scheduled pick-up time, but never more than ten minutes early.*
- 5. Students will be asked to display their bus pass daily. Repeated failure to show passes may result in loss of riding privilege.*
- 6. Assigned seats will be given to every rider on the first day that transportation begins. Seating charts are created based on the student's bus stops and shared members within the same household.*
- 7. In an effort to provide transportation to those in need, students that miss 5 consecutive days in a 30-day period will be removed from transportation.*
- 8. Wait for the bus at designated bus stops only and line up in an orderly*

*manner without pushing as the bus approaches.*

- 9. Wait until the bus comes to a complete stop and the door is fully open before entering or leaving.*
- 10. Pedestrian Safety; Walking to and from the Bus Stop:*
  - a. Always walk on the sidewalk.*
  - b. Cross only at corners or crosswalks.*
  - c. Stop at the curb/edge of the road.*
  - d. Stop and look left, then right, then left again before you step into the street.*
  - e. If you see a car, wait until it goes by, and then look again.*
  - f. Never run across the street.*
  - g. Proceed directly to your destination after leaving the bus.*
- 11. Red Light Escort and/or Crossing:*
  - a. The student(s) shall notify the bus driver that he/she needs to cross the street.*
  - b. The student(s) will line up to exit the bus.*
  - c. The bus driver will be the first to exit.*
  - d. The student(s) that do not cross the street will promptly move away from the bus.*
  - e. The student(s) that need to cross will wait in front of and to the right of the bus. The bus driver will ensure that traffic has been stopped.*
  - f. Students are NOT to cross the roadway until the driver gives them a verbal command to do so.*

- g. When safe to cross, the student(s) will walk, not run across the street between the bus and the driver and continue moving away from the bus stop.*
- h. If the student has forgotten or dropped anything in the street, they are to tell the driver.*
- i. The student(s) is not to run into the street at any time.*
- 12. Face forward at all times and keep both feet on the floor.*
- 13. 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.*
- 14. Do not damage or deface the bus.*
- 15. Do not loiter at the bus stop; proceed immediately home after dropped off at bus stop.*
- 16. Do not bring glass containers or dangerous objects of any type on the bus.*
- 17. Do not vape, smoke, or light flammable materials of any kind.*
- 18. Do not make loud noises or cause other disturbances, which might distract the driver's attention from driving.*
- 19. Do not push or hit other pupils.*
- 20. Keep hands, arms, head and feet inside the bus at all times.*
- 21. Keep aisles and emergency exits clear of pupils and materials at all times when the bus is in motion.*
- 22. Animals are not permitted on the school bus. (Except guide dogs.)*

23. Do not use profanity or make obscene gestures
24. Do not eat, drink or chew gum on the bus.
25. Do not throw any objects inside the bus or from bus windows.
26. Be courteous to the bus driver and fellow passengers.
27. Observe the same high standards of citizenship that are expected at school.
28. Show proper respect for other people's property.
29. Do not engage in any other unsafe behavior that may jeopardize the safety of the bus driver, fellow students or persons.

Bus drivers have the responsibility to maintain discipline. When rules are broken, bus drivers will 1) counsel students, 2) give verbal warnings, and 3) when necessary, complete a Notice of Unsatisfactory Conduct on the School Bus and present it to the Principal or Director of Transportation for action. The 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 Notice of Unsatisfactory Conduct, the bus driver will inform the student.

School officials have the responsibility to follow through on each Notice of Unsatisfactory Conduct and to act upon the report in a fair, firm and consistent manner according to the following guidelines:

1. The Principal or Director of Transportation will consult with student(s) and communicate with parent(s) as necessary by phone, email and/or letter regarding any proposed action to be taken.
2. A record of each action will be kept at the Transportation Office and at the school. In addition, phone contact, email and/or letter of any action in which a student loses bus-riding privileges will serve as notification to parents.
3. When rule infractions occur these 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.**



**HOME - SCHOOL – HOME**

# **SCHOOL BUS RIDER RULES**

TRANSPORTATION DEPARTMENT  
115 WEST ALLEN AVENUE  
SAN DIMAS, CA 91773  
909-971-8200 ext. 5261

