

## EEAEC-R-1 Student Conduct on School Buses-Rules

School bus rules are necessary to ensure the safety of students. With the intent of making our school busing operation as safe and orderly as possible, the School Committee has approved the following rules for student conduct:

1. Wait for bus at designated bus stop. Buses will stop only at authorized stops.

Remain orderly and away from the street until the bus arrives. Students are not to play in the road, trespass on private property or engage in behavior that could be dangerous to those at the bus stop.

2. If you must cross a highway to board the bus or to get back to your bus stop, wait until the bus driver signals that all is clear and that you may proceed to cross the highway. Always cross in front of the bus.

3. Wait until the bus comes to a complete stop before boarding. Do not crowd toward the street and bus.

4. Enter the bus quietly and in an orderly manner. Proceed directly to a seat.

5. The driver has been instructed not to wait for you. Be on time.

6. Remain in your seat while the bus is moving. Students are not to change seats while the bus is in motion. Conditions may require specific seating arrangements. These arrangements are to be made by the driver and/or principal only.

7. Leave and enter only at front entrance door except in cases of emergency. Emergency Exit Drills will be conducted during the school year to acquaint children with methods of exit in emergencies.

8. Talking in a conversational voice and time is permissible. Shouting or excessive loud talking is prohibited.

9. Undesirable remarks directed to the driver or other students and stirring up adverse behavior are not allowed.

10. Horseplay is not permitted. Students are not to yell, motion or discharge any objects that will distract or prove offensive to the driver or other motorists and/or pedestrians.

11. EATING (including beverages) and SMOKING are NOT PERMITTED on school buses.

12. Packages other than school materials will not be transported at any time.

13. Students are to remain seated at discharge points until the school bus has come to a complete stop. Leave quickly and orderly, one at a time.

14. Students must follow instructions given by the bus driver.

15. Damage to buses will not be tolerated. Students are responsible for damage to their seat and area during their trip. Any damage should be reported immediately to the driver.

16. Students entitled to transportation may ride only the bus assigned to and from school.

17. The Agawam School Committee reserves the right to refuse to transport any student who fails to observe rules and regulations or exhibits unacceptable conduct.

#### Reporting Misconduct and Disciplinary Procedures

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1. Padded forms will be issued to each school bus driver. The forms will be

provided by the school department to the school bus contractor.

2. When serious misbehavior occurs, the driver will complete the form in triplicate. It will then be turned in to the contractor or his/her representative who will review it and obtain any additional information required.

3. The contractor will send the form to the proper principal.
4. The principal or assistant principal will interview the child and complete the form and notify parents if necessary.
5. The form will then be returned to the contractor for distribution to the drivers.
6. The school messenger will be utilized to expedite the flow of forms. He/she will make a regular stop to pick up and return forms.
7. In cases of urgency or extreme behavioral problems and at the request of the contractor, the child may be suspended from riding privileges prior to a complete investigation. Such action may be accomplished by the principal or the Deputy Superintendent and retain one copy.
8. All three copies of the forms shall be forwarded to the principal. He/she shall return one copy to the contractor, send one copy to the Deputy Superintendent, and retain one copy.
9. Recognizing that speed is necessary to this process, all forms turned in one day will be completed by the principal no later than the next day. The contractor will be notified immediately when a child's riding privilege is withdrawn.

### **Disciplinary Measures**

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The penalty for initial violation of bus rules will be a warning. A second offense will result in a loss of riding privileges for a period of 5 school days. A third misconduct will result in loss of transportation for two weeks (10 days). Any further problems will result in loss of riding privileges for a minimum of 1 month.

Serious breaches of discipline such as fighting, abuse of the bus driver or other passengers, damage to the bus, or any other action constituting a threat to safety will result in immediate loss of riding privileges rather than a warning.

When a loss of riding privileges occurs, the student cannot ride the late bus. If loss of riding occurs as a result of misconduct or a late bus, day bussing will also be denied.

*Agawam Public Schools*

Revised 8/17/01