

STUDENT CONDUCT ON SCHOOL BUSES

Policy

The Trumbull Board of Education recognizes the need to maintain appropriate conduct on school buses. School transportation privileges are extended to students conditional upon their satisfactory behavior on the bus.

The school administration may suspend transportation services for any student whose misconduct while awaiting, receiving transportation to and from school, or proceeding to his/her home or destination subsequent to receiving transportation at the end of the school day endangers persons or property or that violates a Board policy or administrative regulation. The bus driver will report an infraction of the rules using Bus Conduct report forms (Appendix A). Copies will be given to the school administration, Transportation Department, and parent/guardian. Bus drivers will notify the Transportation Manager immediately of a serious infraction. The school administration will take appropriate disciplinary action and inform the student's parent/guardian. Serious or continuous infractions may result in suspension of transportation privileges. The principal or his/her designee of each school has the only authority to deny bus transportation, in the interest of safety, to any student who disobeys bus regulations.

The provisions of Connecticut State Statute 10-186 will apply.

Adopted: 10/5/76
Amended: 7/25/95
Revised: 11/5/97, 11/13/12

5131.1-Student Conduct on School Buses

Regulations

These regulations are instituted for the safety of the riders on school buses. Strict obedience is necessary in order to insure the safety of everyone.

I. Bus Rules for Students

A. Loading

- 1) Students must make sure all drawstrings, ties, straps, scarves, toggles, etc., on all clothing, backpacks and other items, are shortened or removed so they will not get caught in bus doors, railings or aisles.
- 2) Students are assigned to a specific bus stop. Students must only take their assigned bus morning and afternoon.
- 3) Students should be at their assigned stop five minutes before their scheduled time. Students are to wait in a safe place away from the street.
- 4) Students must cross the street only on the bus driver's signal.
- 5) Students must stay away from the bus until it comes to a complete stop and the bus driver signals them to board. Students should walk in a single file without pushing. Students should use the handrail.
- 6) Students should take a seat immediately and remain seated facing forward with their backpack and other carry on items as close to their person as possible.
- 7) Students should show respect for all property near the bus stop.

B. Riding

- 1) Students must always listen to the bus driver's instructions.
- 2) Students must be courteous to the bus driver and other students. Students must keep their hands to themselves.
- 3) Students are expected to talk in normal tones. Ordinary conversation is permitted. Loud talking, laughter and unnecessary confusion can divert the bus driver's attention and could result in a serious accident. Students must refrain from using indecent or profane language.
- 4) Students should keep the bus neat and clean. Students should keep belongings out of the aisle and away from emergency exits. Eating, drinking, and/or smoking are not allowed on the bus.
- 5) Students must not stand while the bus is moving.
- 6) Students must keep their hands, arms and head inside the bus at all times.
- 7) Students shall not throw things in the bus as well as throw things out of the windows of the bus.
- 8) Students shall refrain from verbal and physical harassment as well as disorderly conduct.
- 9) Students must not touch the emergency doors and/or windows unless instructed to do so by the bus driver.
- 10) Students shall get off the bus at their assigned stop.

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Regulations cont'd

- 11) Students must not carry potentially dangerous items on the bus such as but not limited to firearms, knives, explosives, sharp instruments, glassware and other dangerous objects which are prohibited in school buildings and on school grounds. Students must not carry alcohol, smoking/tobacco products or non-prescription drugs on the bus.
- 12) Students must not scratch, mar, break, cut, write-on, deface in any manner, any part of the bus in any manner.

C. Unloading

- 1) Students must only leave the bus at their assigned stop or at the school unless they are given permission from school authorities.
- 2) Students must not stand up on their feet until the bus has stopped.
- 3) Students should use handrails when leaving the bus.
- 4) Students who must cross the street after getting off the bus must wait for the bus driver's signal and then cross 6 feet in front of the bus. Students should cross the street only after checking both ways for traffic.
- 5) Students must wait 10 feet away from the bus, out of the danger zone, where the bus driver can see them and begin walking after the bus has left.
- 6) Students must go directly home in an orderly manner.
- 7) Students must not run back to the bus. If a student forgets an item on the bus or drops something near the bus, he/she must never attempt to retrieve the item. The student should alert the bus driver.

II. Violation of Bus Rules

The Board of Education recognizes the need to maintain appropriate conduct on school buses. Accordingly, the Board of Education authorizes the installation of video cameras on school buses as an aid in monitoring student behavior. These cameras produce video and audio coverage and will be used to assist school administrators in deciding upon appropriate disciplinary action. When, in the opinion of the administrator, a student is in violation of the bus rules, he/she will take the following steps:

- a. A written warning (Bus Conduct Report, Appendix A) will be issued to the parent/parents or legal guardian/guardians on the first offense.
- b. Transportation will be denied for a period of from 3 to 6 days on the second offense.
- c. Transportation will be denied for a longer period with succeeding offenses.
- d. The first two steps may be waived and the third implemented in cases where the misbehavior is deemed to be of a serious nature.
- e. Consequences of such violations may ultimately result in expulsion from school.

Reference

- Section 10-186, Duties of Local and Regional Boards of Education. Hearing. Appeal.
- Trumbull Board of Education policies: Standard of Conduct, Policy Code 5131;
Emergency Bus Evacuation, Policy Code 3541.6; Bullying, Policy Code 5131.91

5131.1-Student Conduct on School Buses

APPENDIX A

BUS CONDUCT REPORT TRUMBULL BOARD OF EDUCATION 6254 Main Street Trumbull, CT 06611	STUDENT NAME		CLASS-GRADE
	DATE OF INCIDENT		<input type="checkbox"/> 1ST NOTICE <input type="checkbox"/> 2ND NOTICE <input type="checkbox"/> 3RD NOTICE
	BUS NO.	TRIP NO,	DRIVER'S NAME

NOTICE TO PARENTS

1. The purpose of this report is to inform you of a disciplinary incident involving the student on the school bus.
 2. You are urged to both appreciate the action taken by the driver and to cooperate with the corrective action initiated today.

DRIVER'S REPORT:

<input type="checkbox"/> VIOLATION OF SAFETY PROCEDURES	<input type="checkbox"/> EXCESSIVE MISCHIEF	<input type="checkbox"/> EATING· DRINKING- LITTERING
<input type="checkbox"/> DESTRUCTION OF PROPERTY	<input type="checkbox"/> WRITING	<input type="checkbox"/> RUDE· DISCOURTEOUS- ANNOYING
<input type="checkbox"/> FIGHTING· PUSHING- TRIPPING	<input type="checkbox"/> SMOKING	<input type="checkbox"/> UNACCEPTABLE LANGUAGE
<input type="checkbox"/>		

<p>PRELIMINARY ACTION:</p> <input type="checkbox"/> CHECKED STUDENT'S FOLDER <input type="checkbox"/> HELD CONFERENCE WITH STUDENT <input type="checkbox"/> CONSULTED COUNSELOR <input type="checkbox"/> TELEPHONED PARENT <input type="checkbox"/> _____ _____ _____	<p>PRESENT ACTION AND RECOMMENDATIONS:</p> <input type="checkbox"/> STUDENT REGRETFUL, COOPERATIVE <input type="checkbox"/> PLACED ON PROBATION <input type="checkbox"/> RECURRENCES WILL BE REPORTED <input type="checkbox"/> SUSPENDED <input type="checkbox"/> DENIED BUS PRIVILEGE UNTIL ____ <input type="checkbox"/> REFERRED TO: ____ <input type="checkbox"/> _____ _____ _____
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(DRIVER'S SIGNATURE)

(ADMINISTRATOR'S SIGNATURE)

(DATE)

PARENTS COPY • WHITE

OFFICE COPY • YELLOW

DRIVERS COPY • GOLD