



STUDENTS

5131.1

Bus Conduct

Transportation is provided for students according to Montville Board of Education Guidelines. Proper conduct is expected by each student, from time of arrival at the bus stop in his/her neighborhood, until the student reaches the school, and from the time the student leaves school at the end of the day until arrival at his/her neighborhood bus stop. Parents are responsible for their children's behavior on buses/vehicles.

The safety of children is the prime concern of all persons involved in providing safe and efficient transportation to and from school. As in all instances where persons gather in groups, some regulatory controls must apply in order to preserve the rights and safety to all. The enforcement of necessary regulations relating to transportation rests with at least three different agencies: the school, the Director of Transportation, and the home.

The following safety rules and general guidelines are expected to be followed by all students riding school buses/vehicles:

- A. The operator is entirely in charge of the bus/vehicle and is responsible to the Director of Transportation and the Board of Education for the safety and conduct of the passengers.
- B. Students will be at their transportation stop in ample time (no more than 10 minutes before the bus/vehicle arrives).
- C. Students will respect private property (e.g. homeowners' property, business property).
- D. Students will stay out of the road at all times while waiting for the bus/vehicle.
- E. Students will approach the bus/vehicle only after it has stopped.
- F. Students will be courteous to others; do not push or crowd.
- G. Students will remind the driver when it is necessary for them to cross the street. The student will cross at least ten (10) feet in front of the bus/vehicle making sure that the student is in sight of the bus driver. The student will look both ways to make sure that nothing is coming in either direction before stepping into the street and before crossing the last half of the street.

The following code of necessary behavior has been developed for the purpose of promoting bus/vehicle and special education transportation safety to its highest degree. Consistent compliance with this code of behavior will encourage safe and satisfactory operation of our transportation system.

1. Arrive at the bus stop ten minutes ahead of the scheduled bus arrival time to help the bus stay on schedule.
2. Students are to maintain proper behavior at the bus stops. Fighting, throwing things (snow balls, rocks, etc.) will not be tolerated.
3. Stand back from the edge of the roadway or on the sidewalk while waiting for the bus/vehicle.
4. Stay out of the street so you do not become a traffic hazard to people driving past the stop. The bus stop area is not a playground.
5. Don't be a litterbug. You are a guest at the bus stop area, and it is a privilege for you to use the area.
6. Line up three to five feet away from the edge of the road single file. Do not approach the bus/vehicle until it has stopped moving and the door is open. Wait for the bus driver to signal you to board the bus/vehicle.
7. If the bus stop is on the opposite side of the street, wait until the bus/vehicle has stopped and the red light warning system has been activated. The bus driver will signal you to cross the street. Look both ways before crossing. Be alert to a danger signal from the driver.
8. Board the bus in a single file, using the handrails. Go directly to your seat. Clothes or backpacks should not have drawstrings, toggles or key chains. They can get caught on bus handrails and doors.
9. Follow the bus driver's instructions.
10. Remain seated at all times when the bus/vehicle is in motion. Remain in the bus/vehicle in the event of a road emergency until instructions are given by the driver.
11. Do not endanger yourself or others. Keep books, packages, coats and all other objects out of the aisles and away from emergency exits. These items should be placed on the students' lap while bus/vehicle is in motion.
12. Do not bring animals, food, beverages, tobacco, chemicals, hazardous objects, or dangerous implements or weapons on the bus/vehicle. No eating is allowed on the bus.
13. Speak and act courteously. Remember that loud talking or unnecessary confusion diverts the driver's attention and could result in an accident.

14. There will be no inappropriate gestures made or verbal harassment toward pedestrians or people in passing vehicles.
15. Students may not place any part of their body or propel any object out of the window of the bus/vehicle.
16. There will be no fighting on the bus/vehicle.
17. Help to keep your bus clean and safe. Never tamper with the bus or any of its equipment.
18. Wait for the bus to stop before standing. Use the handrail, take one step at a time, do not push or shove, and go directly to the school or home.
19. Passengers will enter or leave the bus/vehicle at the designated stops. Do not ask the driver to stop at places other than the regular bus stop. He or she is not permitted to do this except by proper authorization from a school official.
20. Make sure the driver can see you at all times by stepping away from the bus/vehicle when you unload. Stay away from the bus wheels at all times – especially the back wheels where it is hard for the driver to see you. Additionally, if you drop something near the bus, do not pick it up. Instead wait and ask the driver for help.
21. Students who must cross the road should line up 10 feet in front of the bus, look up at the bus driver, and wait for his/her signal to cross the street. When crossing the street, look both ways. Remember to move away from the bus after exiting.
22. Student/s who are responsible for ripping seats, breaking windows, defacing the bus/vehicle with markings, and for damage to the mechanical equipment of the bus/vehicle, will be held liable by the Montville Board of Education for the cost of repairs to the bus/vehicle.
23. Observe the same rules and regulations on other trips under school sponsor as you observe between home and school.

Students who violate school/vehicle rules and regulations will be subject to disciplinary action. Individuals in violation of these bus/vehicle misconduct rules are subject to the following measures:

1. Verbal warning or written warning; assigned seat on the bus; and loss of bus/vehicle privilege for up to and including 10 days, as imposed by the principal or his/her designee.
2. Serious misconduct or continuous misconduct as determined by the bus driver will be reported to the principal or designee in written form, dated, and signed by the bus driver.
3. The principal or designee will meet with the student and determine disciplinary action. Warning and suspension notices will be mailed home. Where possible, parents will also be contacted by telephone for incidents requiring suspension of bus privileges.

4. Misconduct on the bus or at any bus stop may also be grounds for expulsion from school pursuant to Board Policy 5140, Suspension and Expulsion/Due Process.

The principal or designee may use the following guidelines for bus misconduct for the academic year:

<u>First offense</u>	Warning;
<u>Second offense</u>	3 day bus/vehicle suspension;
<u>Third offense</u>	5 day bus/vehicle suspension;
<u>Fourth offense</u>	10 day bus/vehicle suspension.

Any action which results in endangering the safety of any individuals on the bus/vehicle, including the bus driver, may result in revocation of bus/vehicle privileges or other disciplinary action, in accordance with the Student Discipline policy of the Board of Education.

In all cases, decisions will be made according to the severity of the offense and administrative discretion will prevail.