BUS CONDUCT RULES
School bus transportation is a privilege afforded pupils by the Board of Education. It is not a right. To protect the safety and well-being of all involved, pupils must adhere to established bus conduct rules. Bus transportation privilege may be revoked if the pupil does not observe bus conduct expectations.

Bus Conduct Rules
1. Students must always conduct themselves in an orderly manner and obey all bus safety rules.
2. All students are under the jurisdiction of the driver while aboard each bus. Students should respect others at all times.
3. The driver is responsible for seating arrangements on each bus.
4. Students are to remain seated while bus is in motion.
5. Students must refrain from loud talking, horseplay, throwing objects on or from the bus, or doing anything that will detract from the driver’s attention.
6. Students must also refrain from fighting, threats of violence, or verbal conflicts.
7. Anyone damaging a bus will be responsible for restitution.
8. All parts of the body must be kept inside the bus at all times.
9. Smoking, chewing gum, eating, or drinking on the bus is not permitted.
10. It is the responsibility of the driver and each rider to help keep the bus clean.
11. Students will be picked up and delivered at their regular designated site each day. Written requests from the parent or guardian will be filed with the principal if it becomes necessary for a student to depart a bus other than at his/her regular stop. The principal will authorize the driver to make such a stop. Exceptions may be made if a safety hazard is involved.
12. Buses are provided for transporting students: therefore, large objects such as boxes, recreation equipment, large band instruments, etc. should not be on a bus.
13. School authorities make assignments to specific buses.
14. Students are expected to abide by the Douglas County School System Student Conduct Behavior and Discipline Code.

BUS SUSPENSION
A pupil found guilty of certain offenses may be suspended from the bus for a period up to the remainder of the school year.

STUDENT DISCIPLINE
The school bus is an extension of the classroom. The school day begins when the student enters the bus and ends when the student leaves the bus. It is the responsibility of the individual school administration (not the driver) to determine and enforce disciplinary actions and notify the parents.

STUDENT DISCIPLINE PROCEDURES
To protect the safety and well-being of all riders, pupils must follow bus conduct rules. Students who insist on violating the Bus Conduct Rules will be disciplined as follows:

General or Minor Offenses
Behavior such as chewing gum, talking loudly, bringing food or beverages on the bus, cell phone use, etc. is considered a general or minor offense.

Serious or Major Offenses
More serious or major offenses and repeated offenses may require immediate attention by the school administration and/or Law Enforcement/School Resource Officer. Examples of 1 offenses include (but are not limited to) weapons, illegal substances, assault, threats or intimidating behavior towards another student, bus driver, or bus monitor.

Emergency Suspension of School Activities
Abnormal conditions sometimes occur which require temporary suspension of school activities. These possible conditions include inclement weather (ice and snow storms); failure of power, gas, or water supply, and breakdown of heating system.

Some situations affect only one school while in other cases several or all Douglas County Schools may be involved. In all instances the safety, welfare, and health of students and employees are the basic factors considered in making a decision as to whether or not to suspend temporarily the normal activities of a school day.

The Superintendent has the responsibility of making decisions on suspension of school activities. If the Superintendent is not available, a person designated by the Superintendent will assume this responsibility. School principals will be notified of such action by the most expedient direct means, either by telephone or personal contact.

SEVERE WEATHER / EMERGENCY CLOSING OF SCHOOLS
The Superintendent is authorized to close schools in cases of emergencies or severe weather. WSB Radio and TV are the stations first notified of emergency announcements for the Douglas County School System.
**SERVICE CRITERIA**

School bus service is available for eligible pupils enrolled in the Douglas County School System. To be eligible for school bus service a pupil must attend school in his/her assigned district and live one-tenth or more miles from the school.

**BUS STOPS**

- Drivers are not permitted to deviate from their route without permission from a route supervisor.
- Bus stops to be spaced at least two-tenths (.2) mile or more apart.
- Exceptions are allowed only in response to a safety hazard.
- Buses are not permitted to travel on closed or flooded roads. Bus stops served by such a road will be temporarily relocated to the closest safe location. Service will be restored once conditions permit.
- Bus stops to be spaced at least two-tenths (.2) mile or more apart.
- Exceptions are allowed only in response to a safety hazard.
- Buses are not permitted to travel on closed or flooded roads. Bus stops served by such a road will be temporarily relocated to the closest safe location. Service will be restored once conditions permit.
- Bus stops on the routes are not always the same as the previous year.
- Buses are not to be routed on private property (this includes most mobile home parks and apartment complexes).
- If a student has no key, objects to disembarking the bus, or if the stop/home looks different than usual, the driver will radio for instructions.
- The parent/guardian is responsible for submitting special requests for permanent drop offs to transportation and the school.

**Parents can help us by:**

- Making sure your child is at the bus stop five minutes early.
- Review bus safety rules with your child and stress the necessity of observing them.
- Teaching your child to obey the bus driver.
- Cooperating with school officials and school bus drivers regarding inappropriate conduct of your child at the bus stop and on the bus.
- Helping your student understand that student behavior on school buses is considered an extension of classroom behavior.
- Educating your children on the rules of school bus safety.
- Reminding your child to walk on the sidewalk, or the shoulder of the road, on the way to the bus stop and not on the traveled portion of the road.
- Reminding your child to wait in a safe place, well off the road, until the bus comes to a stop.
- Students should not move toward the bus until the bus and all traffic have stopped. Students should stop and look before crossing the road when preparing to board or depart the bus. It is very important to look – do not expect approaching traffic to stop.
- Periodically remind your child of the importance of mannerly and orderly behavior at the bus stop. Periodically check on students at the bus stop.
- Accompanying very young children to the bus stop and meeting them on their return from school when possible.

**SAFE RIDING 9 Safety Rules for Students**

1. Dress for the weather – umbrella and raincoat for rain; coat and gloves when cold.
2. Never stand or play in the road. Wait for the bus a safe distance from the road.
3. Always use the handrail when boarding or leaving the bus.
4. Remain seated and keep head/arms inside the bus when the bus is moving. Your seat is designed to protect you in the event of an accident.
5. Never try to reach for anything under or beside a bus. Ask your driver for help.
6. Observe silence when approaching and while stopped for railroad crossings so the driver can hear if a train is coming.
7. Look carefully before crossing the road. Do not assume a car will stop for you – wait to be sure it is stopped before crossing. Watch for your driver’s signal before crossing the road.
8. Always cross in front of the bus – NEVER behind it!
9. Talk quietly while on the bus. Do not “horseplay.” Your driver must give full attention to driving to ensure your safety.