

## STUDENT CONDUCT ON SCHOOL BUSES

The School Board and staff members are very concerned about safety as we transport pupils. Cooperation from both parents/guardians and students is required as we attempt to keep the buses safe for all concerned.

Students using district transportation should understand that they are under the jurisdiction of the school from the time they board the bus until they are deposited at school or are deposited at the stop nearest their home.

Berlin School buses are equipped with video and audio surveillance technology.

The following rules and regulations will be strictly enforced on all buses:

### Bus Regulations

1. Students will stay on curb or off pavement at side of road until bus stops, door is opened and lights are flashing.
2. Students will board bus in single file and fill seats from front to rear, unless assigned seats by the driver.
3. Students will stay in their seats at all times, with feet on the floor, they will not change seats without permission of the driver.
4. Students will not lower windows without permission of driver. Hands and heads must never be extended from open windows.
5. No smoking at all on any bus, including charter trips.
6. No profane language, obscene gestures, excessive noise, fighting, wrestling, or acts of physical aggression will be tolerated.
7. Keep head, hands, feet, etc. inside the bus.
8. Once a student has boarded the bus he/she may not get off except at his/her destination.
9. Students may ride only the bus to which they have been assigned.
10. Students must be seated and are not permitted to change seats when the bus is in motion or to annoy other riders on the bus.
11. Stay in your seat until you reach your designated stop and the bus has stopped. Emergency doors are for emergencies only.
12. Take a seat promptly when getting on the bus.
13. There shall be no more than 2-3 persons to a seat, depending on the size of the student.
14. No eating or drinking on the bus.
15. No marking or defacing the bus.
16. Students will be held responsible for any and all damage to the bus perpetrated by them.
17. No throwing things in the bus, at the bus, or out the window.
18. Always cross the street in front of the bus at the signal from the driver.
19. You are due at your bus stop 5 minutes prior to scheduled time; the driver will not wait for you.
20. The driver is authorized to assign seats.
21. Anything that would create a safety hazard for the passengers or vehicle will not be permitted.
22. The bus drivers are in complete charge of the bus and their decisions and requests must be followed.
23. Only authorized riders will be permitted on the buses.

- A. The school bus operator is responsible for proper discipline while student is on the bus.
  - B. Any rule infractions should be brought to the attention of the principal who, in turn, will notify parent/guardian. Repeated violations of rules or gross misconduct will be cause to exclude student from transportation service for a stated period of time up to the remainder of the school year. See RSA 189:9-a
  - C. No student shall be put off the bus while traveling to and from school. Parents/guardians shall be notified and the daily trip completed before the student can be removed from transportation service.
  - D. The school bus is an extension of the school, and all school rules and regulations which pertain to student conduct in the schools are applicable to student conduct on a school bus.
24. All waste paper will be put into boxes provided at front of buses.
25. Bus drivers have full authority to implement district regulations.

### DISCIPLINARY ACTION

If a bus contractor refers a student to the principal for disciplinary actions, the following procedure will followed:

- A. Warning – The principal will call the parents/guardians to inform them of the misconduct that made the warning necessary. A letter confirming the telephone conversation will be sent to the parents/guardians, the contractor, and the Transportation Coordinator.
- B. Removal –
  - 1. Five School Days – The second offense will result in the loss of busing privileges for five school days. Parents/guardians will be notified by telephone and letter.
  - 2. Twenty School Days – The third offense will result in the loss of busing privileges for twenty school days. Parents/guardians will be notified by telephone and letter.
- C. School Board Action – The Superintendent of Schools will take before the School Board for action, any student who will not follow the rules and regulations after a warning, a five-day and twenty-day loss of busing privileges.\*

\*It should be noted that a student may lose his busing privilege after a first offense if, in the interest of the safety and well-being of other bus students, his conduct so merits.

\*The principal may request a modification of the disciplinary action from the Superintendent of Schools.

\*The regulations and disciplinary action outlined herewith also apply to behavior at all bus stops.

According to State Statutes, RSA 189:9-a, parents/guardians are responsible for transporting students to and from school if they are removed from a bus for disciplinary reasons.

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