

Responsibility - Although staff, parents, law enforcement and the community all share the responsibility to supervise students on the way to and from school, different parties have the primary responsibility along the way.

1. School district personnel are directly responsible for students while they are on buses, on school grounds, during school hours, or while directly engaged in school activities.
2. Parents or guardians are responsible for students while students are traveling to and from school if not on a district vehicle. Parents or guardians are responsible for students to and from bus stops and for students as they wait at the bus stops.

#### Student control on Buses

1. Bus Stops - Parents are directly responsible for student behavior at neighborhood bus stops. However, students may be disciplined according to District policy for misbehaving at bus stops and transfer sites.
2. Bus Transfer Points - Principals are responsible for student behavior at the school site bus loading zones and transfer points. The Transportation Supervisor is responsible for disciplinary action of students on buses and will coordinate with building administrators to address behaviors as needed.
3. Buses and other District Vehicles - The district's drivers are directly responsible for student behavior on district vehicles. Minor discipline will be handled by drivers. Drivers have the authority to assign seats and to establish and enforce reasonable rules. Long and short term suspension of bus privileges requires action by the Transportation Supervisor for bus related infractions and action by the appropriate principal for loading zones and transfer point violations.
4. Proper Bus Conduct - It is the student's responsibility to know and obey the bus rules as posted on every school district bus and outlined in student handbooks. Appropriate student behavior is essential for a safe and positive environment while transporting students. Students are expected to conduct themselves in an orderly manner while waiting for and riding on the school bus.

~~The bus driver has the same rights and responsibilities to maintain order on the bus as the teacher does in the classroom and it is vitally important not to distract the driver from his/her driving duties. School bus drivers are responsible for informing students of the bus conduct rules and procedures while riding the bus, and every reasonable effort should be made by the bus driver in attempting to solve discipline problems before citations are written. Parent contact should be made to address inappropriate student behavior prior to issuing a citation. Misbehavior on the bus or at the bus stop may deprive a student of their bus riding privileges~~

5. Bus Riding Privileges - Student transportation is a privilege: not a right in School District #331. Students who live at least 1 ½ miles from their school or whose area has been approved by the State Board of Education for Safety Busing may participate in bus riding privileges.

The bus driver has the same rights and responsibilities to maintain order on the bus as the teacher does in the classroom and it is vitally important not to distract the driver from his/her driving duties. School bus drivers are responsible for informing students of the bus conduct rules and procedures while riding the bus, and every reasonable effort should be made by the bus driver in attempting to solve discipline problems before citations are written. Parent contact should be made as necessary to address inappropriate student behavior. Failure to follow transportation rules or the bus driver's rules, or any disruption or unsafe behavior may result in suspension of bus riding privilege. Minor infractions may result in short term suspensions; major infractions may result in long term suspension up to a one-year duration.

- a. Minor infractions include but are not limited to: discourteous or disruptive behavior, failure to follow posted bus rules, and failure to follow bus driver directions.
- b. Three minor infractions constitute a major infraction. Other major infractions include physical -fighting, profane language, sexual harassment, behavior which substantially threatens the welfare and/or safety of self and/or others, and defiant behavior toward the bus driver or other school employees assigned transportation responsibilities.
- c. Prior to long ~~and short~~ term suspension of bus service, students will be offered an informal hearing. This includes:
  - i. notification to parents
  - ii. notification of charges
  - iii. presentation of evidence
  - iv. the opportunity to respond to the charges and to present evidence. Bus riding suspension may be appealed to the ~~Operations Director~~ Superintendent and then to the Board of Trustees.
- d. Prior to suspending bus riding privileges, the Transportation Supervisor will consult with the appropriate building principal and with the Special Education Director for possible Section 504 and Special Education considerations.
- e. Suspension of bus riding privileges may applyes to field trips and activity trips as well as to home/school transportation.
- f. Parents or guardians are responsible to assure that students of mandatory school attendance (age 7-16) attend school regularly, regardless of suspension of bus riding privilege.
- g. Students who commit major infractions which substantially threaten the welfare and/or safety of the students or other occupants may be immediately suspended from bus privileges by the Transportation Supervisor or designee while the incident or incidents are being investigated and formal suspension proceedings take place.
- h. Responsibilities of Students - Students are charged with the responsibility of conduct which will result in safe transportation, respect for school personnel, and respect for other students. Failure to abide by school rules, show proper respect for others, and

comply with requests of school personnel may result in a student being issued a school bus citation and subsequent suspension or denial of bus transportation.

~~h.i.~~ Students are to abide by District Policy 372.00 Hazing, Harassment, Intimidation, Bullying, Cyber Bullying -regarding bullying while riding the bus- or at a bus stop. Any bullying shall result in discipline up to and including suspension of bus riding privileges being banned from riding the bus.

~~i.j.~~ Only students properly enrolled in Minidoka Joint School District#331 or under a contractual agreement with the Minidoka Joint School District #331 are permitted to ride the School buses.

### Rules

- a. The bus driver is in full charge of all persons riding on the bus.
- b. Students must obey the directions of the bus driver promptly and courteously.
- c. Students shall observe rules of classroom conduct while riding on buses. Avoid loud talking or unnecessary confusion. Absolute silence is required when the driver stops the bus at a railroad crossing.
- d. Students are not to carry on unnecessary conversation with the driver while the bus is in motion.
- e. Students shall not use profane/obscene language and/or gestures while on the bus.
- f. Students shall not tamper with emergency doors or equipment.
- g. Students must keep all parts of their body (hands, arms, feet, head, etc.) inside the bus at all times. Windows may not be open more than half way as determined by the school bus driver.
- h. Students must be on time for the bus. "On time" shall mean being at the bus stop, ready to board the bus, a minimum of five (5) minutes and not more than ten (10) minutes before the scheduled arrival time of the bus. THE BUS WILL NOT WAIT FOR STUDENTS NOT AT THE LOADING AREA WHEN THE BUS ARRIVES.
- i. Students must not try to board the bus until it comes to a complete stop and the door is opened. Wait in an orderly line and avoid "horseplay."
- j. Students shall enter the bus with the least amount of confusion. Go directly to an available, or assigned seat and remain seated, (facing forward) until the bus stops to unload students. Students shall exit the bus by the front door in an orderly manner.
- k. If necessary to cross road: cross (15) feet in front of bus and wait at right edge of roadway for signal from driver before proceeding into traffic
- l. Students must board and leave the bus at their established stop, except when they have a request signed by their parents to do otherwise. Phone calls to the Transportation Department, the school, or the classroom teacher requesting bus changes will not be accepted.

- m. When assigned to a bus, a pupil must continue to ride that bus unless reassigned by the Transportation Supervisor or Driver/Trainer Evaluator.
- n. Students must strive to keep the bus clean and neat. No materials are to be thrown inside the bus, from the bus, or into the bus. Eating or drinking is not allowed on regular route, special education, career education, or similar type services.
- o. Smoking, tobacco products, alcoholic beverages, illegal drugs, or controlled substances, and inhalants are not permitted on any school bus.
- p. Except when prior approval is granted, pupils are to carry-on only objects that can be held on their laps.
- q. No animals (except ~~"trained seeing eye" dogs~~ certified service animals & police dogs) are permitted on any school bus.
- r. No items are to be stored in the aisle.

The above listed rules are not “all-inclusive” and may be deleted or added to by the Board of Trustees or their designee.

Violation of School Bus Discipline Policy - School bus citations which identify misconduct are issued to students at the discretion of the bus driver. Within twenty-four (24) hours from the time the citation is issued, the bus driver shall make a reasonable attempt to telephone the parents to discuss safety aspects of the bus citation.

- a. The parent copy of the citation must be signed by the parent or guardian and returned to the bus driver before the student will be allowed to ride.
- b. On subsequent citations, before a student will be allowed to ride the bus, the parent or guardian and student must meet with and obtain the signature of the Driver Trainer/Evaluator or the Transportation Supervisor in a conference with the bus driver.



**LEGAL REFERENCE:**

**ADOPTED: March 17, 1998**

**AMENDED/REVISED:**

**REVIEWED: May 19, 2014**