

# KEOKUK COMMUNITY SCHOOL DISTRICT

## SCHOOL BUS RULES

*"STUDENT SAFETY IS OUR NUMBER ONE GOAL"*



<b>Transportation Director:</b>	<b>Dave Grogan</b>	<b>524-3690</b>
<b>Bus Dispatcher:</b>	<b>Shawn Marlin</b>	<b>524-3690</b>
<b>School Superintendent:</b>	<b>Dr. Dan Mart</b>	<b>524-1402</b>

All riders are expected to be aware of the bus rider rules and understand what will happen if violations occur. All provisions of each school's discipline guideline and the "School Bus Rules" handout will apply to all students transported in a school-owned vehicle. The District suggests that parents/guardians review and discuss with your child(ren) the rules and the consequences for violations of the rules.

We appreciate your assistance.

## **BUS RIDER BEHAVIOR GUIDELINES & SUGGESTIONS**

Please read and review the following guidelines and suggestions with your child(ren). Our district goal is to provide each student with a safe ride on activity trips, as well as, to and from school. If you have any questions or concerns, please call the Transportation Director.

## **RESPONSIBILITIES OF PARENTS/GUARDIANS AND SCHOOL BUS RIDERS**

- Review and discuss the "SCHOOL BUS RULES" with your child(ren).
- Bus stop times are approximate and subject to change without notice. Make certain riders are curbside and ready 5 minutes before the scheduled arrival time.
- Parents/guardians should supervise students at bus stops before and after school.
- Riders must get on and off the bus at their scheduled bus stop only.
- Before standing up to exit, the riders must wait until the bus comes to a complete stop.
- When students must cross a road/street to get on the bus or when leaving the bus, they are required to **wait for the driver's hand signal before crossing the road.**
- Advise child(ren) to cooperate with driver/associate's directions the first time given.
- Discuss family obligation to pay for vandalism to the bus or school vehicle.
- Riders need to understand that misbehavior or horseplay could distract the driver. If the driver is watching your child misbehave, the driver will not be watching the road. Riders must not distract/bother the driver or behave in a way that would endanger the safety of other passengers.
- **Remain seated at all times.** All riders need to keep the aisle clear and be properly seated, facing forward with their feet directly in front of them (e.g. no kneeling, no lying down in the seat; no head, arms, or hands out of the window). Please stress to your child(ren) for their safety--always remain seated correctly.
- Except in an emergency situation, riders must not open the emergency exits, doors or windows.
- All riders are required to use appropriate language and talk at a classroom level (e.g. no profanity, hand gestures, yelling, screaming or distracting noises).
- Advise child(ren) "If you don't have anything nice to say, don't say anything at all".
- No skateboards, snow sleds, trading cards, etc.
- It is recommended that parents/guardians transport large projects or instruments (e.g. show and tell, science or displays, drums or cello, etc.)
- CD players or MP3 players may be used on the bus but headphones must be used. The school district assumes no responsibility for items misplaced or damaged.
- Parents/guardians have the responsibility to make their child(ren) aware that with food and beverage privileges, riders are required to dispose of all beverage containers, candy wrappers and trash in a responsible manner. Good housekeeping must be maintained on all district school buses. See Bus Rider Rules: Reasonable restrictions.

- Discipline referrals(bus write-ups) accumulate for the entire year. The referrals are not removed when a new trimester or semester begins within that school year.
- Riders feeling ill should not ride the bus.
- Friends of bus riders may not ride the bus if they are not eligible for transportation.
- Eligible friends of bus riders may ride with a signed note from parents/guardians after principal/designee signs notes to be presented to the bus driver.

## **BUS RIDER RULES**

THE FOLLOWING STUDENT BEHAVIOR GUIDELINES WILL BE POSTED ON EACH BUS:

IF YOU DON'T HAVE ANYTHING NICE TO SAY, DON'T SAY ANYTHING AT ALL

Students will . . .

- Obey the driver's/associate's directions the first time they are given.
- Face the front of the bus and remain seated at all times.
- Keep hands, feet and other objects to themselves.
- Use appropriate language and talk at a classroom level.
- Demonstrate respect to other students, adults and for property.
- Keep the interior of the bus undamaged, clean and free of litter.  
(Students are required to dispose of candy wrappers/trash in a responsible manner.)
- Walk when loading at transfer points and schools.
- Get on and off the bus at the scheduled bus stop.
- Demonstrate appropriate classroom behavior; all classroom rules apply.

Students will not. . . .

- Violate the bus rules.
- Use inappropriate language or hand gestures.
- Harass, harm, or bully other riders.
- Tease, horseplay, roughhouse, spit or fight with other riders.
- Drink beverages or eat on district regular route buses.
- Extort (To obtain something from someone by force or threat.)

Students may on activity trip buses...

- Eat finger type, convenience snack food or drinks for personal consumption only. No sharing of snack foods or drinks. (Some students may have allergic reactions from some types of food or drink items.)

Reasonable restrictions....

- No sunflower seeds.
- Beverage containers are required to be made of plastic or a soft-sided material and must have a resealable cap or lid. No containers made of glass are allowed.
- Beverage containers may only be opened when the bus is parked, waiting at a school location, or at the transfer point. Due to unforeseeable traffic situations, all containers must be sealed and kept away from the student's face when the bus is in motion.
- If students are responsible, then food and beverages will be allowed on district activity buses. If students respond poorly, then the district/driver can revoke this privilege for an individual student or for an entire bus.

WEAPONS: Weapons, dangerous objects, "look-a-likes," and other items used as a weapon are not allowed in school, on school grounds, at school events, or in school vehicles.

VIDEO CAMERAS: The Iowa school bus law and Keokuk School Board expectations make it necessary that all bus riders follow safety rules. To assist with that, the video cameras may have audio capability to be used to monitor behavior.

HARASSMENT POLICY: The District will not tolerate harassment by any student. Students shall conduct themselves, at all times while in school and related activities, in a manner that provides an atmosphere free from harassment or conduct of a demeaning intent with regard to age, race, creed, color, sex, sexual orientation, gender identity, national origin, religion, disability or marital status in any program or activity. Harassment includes both sexual and racial. (See Section 502.11 of Board Policy)

## **BUS RIDER RULES**

BUS RIDER BEHAVIOR EXPECTATIONS AND CONSEQUENCES: If each bus rider behaves, then the driver will safely complete his/her major responsibility. If inappropriate behavior occurs, the driver could be distracted making it unsafe for all passengers. When misbehavior occurs, the bus driver/associate will try to stop that behavior with positive behavior management, a verbal warning, or by changing the rider's seat location. If those strategies do not correct the behavior, the driver could stop the bus and wait until the inappropriate behavior stops or ask for assistance to have the rider(s) removed mid-route. When a student is removed or has exhausted all chances provided by the driver/associate, a "Student Discipline Referral" will be written. The district requires that the driver, when possible, inform the student of the referral and the reason for the referral before the student exits the school bus.

## **CONSEQUENCES for STUDENT DISCIPLINE REFERRALS**

1st Referral – Verbal warning with possible building consequences and parent/guardian notified

2nd Referral – Verbal warning with possible building consequences and parent/guardian notified

3rd Referral – One (1) week off bus with possible building consequences and parent/guardian notified.

4th Referral – Two (2) weeks off bus with building consequences and parent/guardian notified

5th Referral – Removed from school bus for the remainder of the school year and parent/guardian notified

**SEVERE CLAUSE:** If at any time, a rider endangers other students or themselves, or makes it impossible for the driver to complete a safe trip, consequences may be advanced to coincide with the seriousness of the offense.

Provisions of each school's discipline guidelines and the "School Bus Rules" will apply to all students transported in a school-owned vehicle.

**It is the policy of the Keokuk Community School District not to discriminate on the basis of age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or family status.**