

Series 700 – Auxiliary Services

Policy Title: **Student Conduct on School Transportation Regulations**

Policy Code No. **711.2R1**

All persons riding in school district vehicles will adhere to the following rules. The driver, sponsor or chaperones are to follow the school bus discipline procedure for student violations of this policy. Video cameras may be in operation on the school buses.

1. Bus riders will wait until the bus comes to a complete stop before attempting to enter.
2. Riders must not extend arms or heads out of the windows at any time.
3. All bus riders will load and unload through the right front door. The emergency door is for emergencies only.
4. A bus rider will depart from the bus at the designated point unless written permission to get off at a different location is given to the driver.
5. A rider may be assigned a seat by the driver.
6. Riders are not permitted to leave their seats while the vehicle is in motion.
7. Waste containers are provided on all buses for bus riders' use.
8. Permission to open windows must be obtained from the driver.
9. The driver is in charge of the students and the vehicle, and the driver is to be obeyed promptly and cheerfully.
10. Students will assist in looking after the safety and comfort of younger students.
11. Shooting paper wads, squirt guns or other material in the vehicle is not permitted.
12. Students will keep feet off the seats.
13. Students will refrain from crowding or pushing.
14. The Good Conduct Rule is in effect.
15. A student who damages seats or other equipment will be expected to pay the cost for repair or replacement.
16. Controlled substances, alcohol, tobacco products, dangerous weapons and explosive products are strictly prohibited.
17. Fighting, littering, pushing, tripping, shouting, spitting, throwing of objects, and standing on the bus are prohibited.
18. Students are expected to behave appropriately; unacceptable language, talking back, and failure to comply are examples of poor behavior.
19. Food and drinks are allowed on activity trips provided the students, under the sponsors' supervision, keep the bus clean. Food and drinks are not allowed on morning and afternoon routes.
20. Parent or guardian must call transportation office before 2:00 pm for their child or children to be transported to a different location before any bus passes are issued. They must also contact the school of which their child attends and notify their building secretary and teacher.
21. Students shall be waiting at the designated loading point before bus arrival time. A student who must cross the roadway to board or depart from the bus shall pass in front of the bus (no closer than 10 feet) and may proceed to cross the roadway only on signal from the driver.

Series 700 – Auxiliary Services

22. A guest rider, in order to ride the bus, must have a school bus rider's pass. This may be obtained at his/her school and then given to the driver.
23. Musical instruments, books and belongings may be transported if they can be held on the student's lap or placed under the seat. Large instruments and belongings (bags and suitcases) will be prohibited from the bus. The aisle shall be kept clear at all times.
24. The driver may refuse to allow extra, unusual items on the bus: examples include, but are not limited to, large musical instruments, large bags, animals, and potentially dangerous projectiles.
25. Riders shall observe the "quiet" rule when the bus is approaching and crossing railroad tracks.
26. Classroom conduct is to be observed by students while riding the bus except for ordinary conversation.

Use of district owned vehicles for personal reasons will not be allowed unless there are extenuating circumstances. It shall be the responsibility of the superintendent or designee to determine what constitutes an extenuating circumstance. In the event personal use of a district vehicle is permitted, the district shall be reimbursed for the actual costs of its operation. Actual costs of operation shall be defined as vehicle miles driven times the mileage rate as established by the Iowa

C o d e .

Date of Adoption	06/12/1995
Review Date	07/11/2016
Revision Date	07/11/2016

Legal Ref.: Constitution of Iowa Art. III Sec. 31

Cross Ref.: Board Policy
803.9 Travel Allowance