

# Department of Pupil Transportation

## Paris Independent Schools

Transportation Director – Travis Campbell

### **CONDUCT AND DISCIPLINE ON THE SCHOOL BUS**

A pamphlet outlining the Paris Independent Schools' bus regulations is provided to each student at the beginning of the school year. Included is a form for parents and students to sign and return, indicating that they are aware of these regulations. (see below for contents of pamphlet)

If your copy of the regulations is misplaced and you wish to have another, please contact the school office. No student will be excused for violation of bus regulations on the grounds that he/she was not aware of the rules.

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### **TRANSPORTATION RULES AND REGULATIONS**

**(This section is copied verbatim from the pamphlet by the same name, which is provided for each student at the beginning of each school year)**

Paris Independent Schools, 310 West Seventh Street, Paris, Ky. 40361, Phone (859) 987-2160 (859) 987-2160

TO: Parents of All Students

FROM: Dept. of Pupil Transportation - Paris Independent School

In order for you to understand the rules and regulations covering the conduct of all students riding a Paris School Bus, we are sending you a copy of the **RULES AND REGULATIONS FOR STUDENTS RIDING BUSES IN PARIS**. It is requested that **YOU** and **YOUR CHILD** read these rules and regulations. Your cooperation will make it possible for us to provide a safer, more efficient transportation program.

It is our objective to be firm, fair, and consistent with all students. Because the driver must give great attention to traffic flow, road conditions, and driving the bus, students must exhibit the best of behavior so as not to distract the driver. For the safety of all

riders, the rules and regulations will and must be enforced. Passengers jeopardizing the safety and welfare of others through misbehavior will be denied the privilege of riding the bus to and from school.

Please sign the Rules and Regulations in the spaces provided, and return it to your child's teacher by August 17, 2001.

Students who do not have a signed agreement will be denied the privilege of riding the bus until a signed agreement form has been submitted. We are requiring ALL students to have a signed agreement on file. During the school year students who are not regularly transported by bus may ride a bus for class field trips, athletic trips, club trips or for other events and will be required to know and abide by these rules and regulations.

The Rules and Regulations for students Riding School Buses are published for good communications and to help provide an environment for excellence in learning. The Paris Independent Schools do not discriminate on the bases of race, national origin, religion, marital status, sex, or handicap.

## **Responsibilities, Penalties & Due Process**

**PUPILS RESPONSIBILITY** - Pupils shall conform to transportation rules and regulations prescribed under state statutes and under state and local regulations.

**INSTRUCTION IN BUS CONDUCT AND SAFETY** - Instruction in bus conduct and safety shall be provided to all transported students. Instruction shall include the following rules:

**PUPILS TO BE PROMPT** - Students shall be on time at the bus stop. The bus cannot wait for those who are late.

**PUPILS TO WAIT AT ASSIGNED STOP** - Pupils shall wait at their assigned bus stop off the roadway and shall remain there until the driver has stopped the bus, opened the entrance door, and signaled the pupils to enter the bus.

**CROSSING ON DRIVER' S SIGNAL** - Pupils shall not cross the roadway when entering the school bus until signaled to do so by the bus driver.

**CROSSING IN DRIVER'S VISION** - When students are required to cross the roadway when entering or leaving the school bus, crossings shall be made in front of the bus. Pupils shall cross approximately ten feet in front of the bus in order that they may be seen by the bus driver.

**SEATING** - When pupils enter the bus, they shall proceed directly to a seat assigned by the driver.

**SEATED UNTIL COMPLETE STOP** - Pupils shall remain seated until the bus has come to a complete stop.

**BODY NOT TO PROTRUDE FROM WINDOW** - Pupils shall not extend their arms, legs, or heads out the buss window.

**CHANGING SEATS** - Pupils shall not change from one seat to another at any time unless given permission by the driver

**ARTICLES ON THE BUS** - Only articles small enough to be held in the student's lap shall be brought on the bus.

**PUPIL NOISE** - Pupils shall not create noise on the bus to the extent that it might distract the bus driver or to the extent that it might interfere with the driver's ability to hear the signals of emergency vehicles or an approaching train.

**DRIVER'S/MONITOR'S AUTHORITY** - The driver and monitor shall be responsible for the bus and the behavior of the passengers. Students shall comply fully and promptly with the driver's and monitor's instructions and without arguing viewpoints.

**STUDENT BEHAVIOR** - Students shall be courteous to the driver, monitor, and to fellow students. Students shall not mar or otherwise deface the bus. If a student willfully damages a bus, he/she may lose his/her riding privileges until charges for repair of damages have been paid in full. Students are not to tamper with mechanical equipment, accessories, or controls of the bus. Students shall assist in keeping the bus safe and clean at all times. Students shall not throw litter of any kind onto the floor of the bus.

**EMERGENCY** - Students shall not leave the bus through the emergency doors except in an emergency situation. In the case of a road emergency involving the bus or the bus and another vehicle, the students shall remain in the bus unless given other instruction by the driver.

**WITHHOLDING OF RIDING PRIVILEGES** - The following improper behaviors may result in withholding of riding privileges and/or other disciplinary action: insolence, not following driver's or monitor's instructions, vulgar actions or gestures, obscene or profane language, fighting, pushing, shoving, smoking on the bus, throwing articles or objects on or from the bus, obstructing the aisle in any manner, occupying more space in a seat than is needed and refusing another passenger to sit down and other disruptive actions.

# **RULES AND REGULATIONS FOR STUDENTS RIDING SCHOOL BUSES**

Any student who violates these regulations shall be reported to the principal of the school for disciplinary actions. The disciplinary action taken will depend on the nature of the student's behavior. If the behavior is severe and jeopardizes the safety and welfare of others, suspension can occur with the first offense and can be immediate. For less serious infractions, due warnings will be given to the student by the Principal. If the conduct does not become acceptable after three warnings the driver will again report the student to the Principal, who shall suspend the student from riding any Paris Independent School vehicle for whatever period of time is proper. Only the Board of Education, acting upon the Superintendent's recommendation, has the authority to suspend the student from riding a vehicle for the remainder of the school year and then only after the due process procedure has been followed. Bus suspension by the Principal stipulates that the student shall attend school for the period of suspension with transportation provided by means other than Paris Independent School vehicle until the period of suspension is completed. Violation of these regulation will be considered a serious infraction.

Written notice of the action taken by the principal shall be furnished to the parents or guardians, the bus driver, transportation director and the superintendent, however, such notice need not proceed the action of the principal.

Any complaints of students, parents, or drivers not specified in these regulations shall be reported to the principal first, then if necessary, they may be reported through the administrative channel to the Superintendent.

When actions taken by the driver or other school employees are not supported by the parent or guardian, the proper channel for the hearing of the issues shall be as follows:

At the request of the parent guardian, the principal will review the facts and hear the various viewpoints of the student, parent and driver. After reviewing the facts and hearing all the viewpoints, the principal will make a decisions to the disposition of the case. Should the parent or guardian feel that a fair decision was not made, an appeal may be made to the Director of Transportation who will have a meeting with the student, parent and principal to review the case and make recommendations to the Superintendent. The Superintendent will make the final decision.