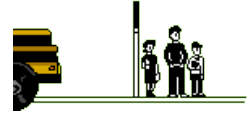


GRIFFIN SCHOOL DISTRICT #324

TRANSPORTATION

SCHOOL BUS RULES AND SAFETY PROCEDURES



The bus driver is in full charge of bus and passengers and will be treated with courtesy and respect.

1. Students are to remain safely seated while the bus is in motion (Sitting safely means to face forward, have your back to the back of the seat, your bottom to the bottom of the seat, and your feet on the floor in front of you, keeping the aisle open at all times).
2. Every student will embark and disembark at his or her regular stop, unless school officials give permission beforehand after receiving a note from the parent.
3. Classroom conduct will be observed on the bus. Seats must be shared. Fellow students will be treated with courtesy. Ordinary conversation is acceptable. The noise level should be at 1 – quiet voice (whisper) or at 2 – normal conversation voice.
4. The following are prohibited: breakable glass items, laser pens, flammables, spitting, tobacco products, gum chewing, eating, and drinking. Drink containers must be stowed in backpacks.
5. Windows may be opened to the line drawn on the window frame with the bus driver's permission.
6. Aid dogs for the impaired are the only animals allowed on the bus.
7. Items the student can hold comfortably on his or her lap, or that may be stored under the seat, may be brought on the bus. Skateboards and/or other large non-school related items with no reasonable use to pupils at school are prohibited on the buses.
8. Students must board, ride, and leave the bus in an orderly manner.
9. Students must cross in front of the bus and only when signaled by the school bus driver.
10. Students must stand completely and safely off the roadway while waiting for the bus.
11. All students need to attentively participate in emergency evacuation drills. In the event of an emergency, the taught procedures will be followed.
12. Students and their parent or guardian will be held financially responsible for any act of vandalism committed by a student.
13. Observation cameras may be used on Griffin buses.

Riding the bus is a privilege that may be suspended at any time for poor or dangerous behavior. Student misconduct will be sufficient reason for transportation to be discontinued.

The following consequences will be implemented when an infraction of the above rules occur (parents will be notified at each step). When there is a substitute driver, rule violations will result in an automatic jump of two steps.

- ❖ **First incident:** Driver will work with the student using different methods to prevent the problem from recurring such as sitting up front or having an assigned seat.
- ❖ **Second incident:** Verbal warning and a phone call to the parent. Written documentation of this call will be mailed to the parent.
- ❖ **Third incident:** Written Transportation Discipline Report, parent phone call and a two-day suspension of transportation privileges.
- ❖ **Fourth incident:** Written Transportation Discipline Report, parent phone call and a one-week suspension of transportation privileges.
- ❖ **Fifth incident:** Written Transportation Discipline Report, parent phone call and a one-month suspension of transportation privileges.
- ❖ **Sixth incident:** Written Transportation Discipline Report, parent phone call and a suspension of transportation privileges for the remainder of the school year.