



**Crowley County Schools**  
**RE-1-J**

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To: Parents/Guardians of Crowley County School Bus Riders,

This year we are updating our bus rider rules, please review them with your student and please sign below and return to your bus driver. These are standards of conduct for students that are riding Crowley County School Buses whether they are on a route or an activity all rules will apply. It is important that you and your child understand the standard covering while riding Crowley County School Buses.

Just a reminder: Please stop for school buses loading and unloading students when the red lights are flashing.

*Sincerely,*

*Scott Cuckow, Superintendent*

*Carrie Steele-Collins/Transportation Coordinator*

Standards:

Acceptable classroom standards of conduct shall be expected of bus passengers while riding and waiting at established bus stops. School Bus drivers shall ensure that Students observe regulations at all times. Students shall not be allowed to smoke, chew tobacco, yell, scream, swear, push, fight, or take advantage of any children; extend hands, arms, or head from the bus windows; carry on the bus drugs, weapons, water pistols, skateboards, roller blades, balloons, or oversized items that would block the aisle, cause loss of passenger seat space, obstruct the driver's view or create a safety hazard. Live animals, insects, science projects that are extremely oversized then the parents must transport that item. The use of cell phones by students is the drivers discretion, appropriate use of cell phones is to be used at all times and shall not distract, obstruct the driver's view or create a safety hazard.

Discipline:

Suspension of bus transportation may be recommended for a student who will not heed the bus driver's warnings. The transportation dir./coordinator will take the final actions in such cases. During the period of suspension, Crowley County Schools will not be responsible for transporting the student to and from school. A driver may contact transportation to have a student immediately removed from the bus only when the safety of the students and or the driver is jeopardized. The transportation coordinator will come and transport student. Drivers shall report any incidents to the transportation dir. Or coordinator, who then will notify the school principal.

Meeting the bus:

**Students must:**

- Be at the bus stop at least 5 minutes before the scheduled time, but NQ earlier than 10 minutes prior to the scheduled time.
- Students will be picked up and released at their assigned bus stops unless prior authorized arrangements have been made.
- Not stand on the traveled portion of the roadway or parking lot while waiting for the bus.
- Not participate in activities that will endanger themselves or others while waiting for the bus.
- Not walk/run/run hands alongside of a moving bus.
- Wait to cross a traveled portion of the road or driveway until the bus is completely stopped.

**WAIT FOR THE DRIVER'S SIGNAL TO CROSS!**

- Report any illness or injury sustained on or around the bus to the driver immediately.

**Conduct on the bus:**

Students must:

- Recognize the bus driver is the authority on the bus and obey the driver's directions.
- All students will have assigned seats, go directly to that seat and remain seated unless directed by the driver
- Not tamper with the emergency exit doors/windows
- Not throw any objects on or out of the bus. Or throw objects at the bus from the outside
- Not share, sell, consume food or drink without consent from the driver
- Have a written request from parent/guardian to go to an alternate bus or bus stop

**Leaving the bus:**

Students must:

- Remain seated till the bus comes to a complete stop
- Exit the bus in an orderly manner
- Cross a minimum of 10 feet in front of the bus. WAIT FOR THE DRIVERS SIGNAL!!!!
- Leave the bus stop area when off the bus
- Not participate in activities that will endanger themselves or others while departing from the bus, or walking home.
- DO NOT walk/run/ run hands along a moving bus.



#### Activity Trips:

##### Students must:

- Display acceptable classroom standards of conduct.
- Remain seated at all times.
- Exit and board the bus in an orderly manner prior, during, and upon completion of the trip
- Food or drink is permitted at the driver or sponsor's discretion
- Maintain acceptable classroom standards while attending the trip function and stopping to eat.

#### Student Conduct on Buses and District Small Vehicles:

The privilege of riding a school bus is contingent upon a student's good behavior and observance of established regulations for student conduct both at bus stops and on board buses.

The Board of Education of Crowley County Schools has authorized at the district expense with the following guidelines:

1. Pupils are transported if they live beyond the distances established as maximum walking distance
2. Pupils must conduct themselves in a manner, which permits and promotes safe transportation of all passengers.

*The SAFE transportation of pupils, to and from school, is the utmost importance. If a driver is to operate the school bus safely, it is necessary that passengers behave in a controlled, orderly manner. Pupil management is the objective of securing desirable passenger behavior. The school district will do its utmost to provide safe, clean, and well-regulated buses. Passengers have a general responsibility to cooperate and abide by the established rules and regulations of the district.*

The key to the operation of a safe transportation system is two-fold:

1. Passengers provide the driver with an atmosphere, which will allow him/her to direct full attention to safe driving.
2. Driver provides passengers with a uniform and fair application of the rules established by the district for transportation services

Bus drivers are trained to provide a favorable atmosphere for all. Passengers' behavior is expected to promote this atmosphere by:

1. Showing respect for others-fellow passengers, drivers, sponsors, motorists, residents and owners properties.
2. Obeying the established rules and regulations

The acceptable behavior of pupil passengers is as follows:

##### AT THE STOP

1. Arrive on time but not early( 5 minutes before scheduled time)
2. Treat the adjacent residents' property with respect and consideration
3. Stand in line
4. Have regard for the hazards and rights of motorists. Do not play or stand in the street. Bus drivers are only required to wait at designated stops for 1 minute, honk and then will go on. Please instruct your child(ren) to either be waiting at the stop or those that are picked up at their residence come out as the bus approaches. Sometimes, a child, for whatever reasons, will take their time getting to the bus. This causes the driver to either be late or feel the need to make up for the lost time, which, of course, creates an unsafe situation.

##### DURING THE LOADING AND UNLOADING:

1. When crossing the street to a stopped bus, cross at least 10 feet in front of the bus (NEVER behind the bus)
2. Use the front door, rear door is for emergencies only
3. Wait for the approaching bus at least 6 feet from where the school bus is to come to a complete stop. NEVER rush toward a moving bus or crowd and push to board the bus. If you are not going to cross the street after you are off the bus, move back from the curb to allow the bus to continue on without endangering you.
4. Pupils and employees of the district are the only persons eligible to ride the school bus, other persons are eligible only when they are specially authorized to do so.
5. Parents: Please, do not drop your child (ren) off in the "bus zone only" areas or in the middle of the street.

##### On the Bus:

1. Obey the directions of the driver
2. Take seats promptly and remain seated and facing the front of the bus until time to unload, and the bus has come to a complete stop. Keep aisles clear. Drivers will assign seats on the bus for reasons of discipline, eliminating confusion etc.
3. The "noise level" permitted may consist of quite talking ONLY. NO YELLING AT YOUR FRIEND IN THE FRONT OF THE BUS. When you are directed to be silent, respond immediately and completely. ALL PASSANGERS ARE REQUIRED to be silent at ALL railroad crossing NO MATTER who is driving the bus. The bus is an extension of the classroom and you are expected to behave whether you have a sub or not.
4. Windows are to be opened when and as directed or approved by the driver. Do not extend arms or head out of the window or throw anything out, since personal injury could occur.
5. Do not tamper with or damage the bus
6. No smoking or tobacco products of any kind are allowed on the bus. This is in accordance to state laws and school policies.



7. Unnecessary litter and messes shall be cleaned up by the responsible person(s). Gum chewing, sunflower seeds, and suckers will be allowed at the discretion of the driver.
8. Glass containers and other articles, which could result in danger to passengers shall not be transported on buses.
9. The following items are authorized to be carried on the buses when properly secured:
  - A. School books, notebooks, lunch pails, purses and book bags-to be placed on laps or in the upper luggage compartment if these are available on their bus.
  - B. Band instruments- to be placed on student's lap or on the floor between student's legs. Extremely large instruments will need to be transported another way."Rule of thumb"- items cannot protrude into the aisle, extend over the back of the seat, or occupy the space of another student.
10. Notes or permission slips must be presented to the driver if the student is to get on or off at another stop or bus.
11. Animals/pets, living or otherwise, radio and tape players with loud speakers are strictly prohibited on buses that are transporting students.

#### **Misconduct Referral:**

Misconduct, depending on the severity, can/will result in withdrawal of transportation privileges. The transportation department is authorized and shall have the responsibility of withdrawing transportation privileges and advising the respective schools and parents. *Parents are asked to caution their children to cooperate and obey the school bus rules.* Safety reasons require students to ride the assigned bus/route and to load and unload at their assigned locations. Unauthorized and Unassigned passengers must obtain permission and have it in writing and present it to the driver, unless the school(s) have notified that driver.

#### **Transportation misconduct referral:**

1st Citation- Student is warned and a copy of citation is forwarded to students school. A copy will be mailed home via certified mail. Bus Driver/ Transportation Coordinator/ Superintendent will contact the parent/guardian to request assistance in correcting the student's unacceptable behavior.

*( Note Serious Offenses such as fighting on the bus or at the stop, foul language at the driver or any other person, spitting on the bus, out the window at another person, throwing objects inside or outside of the bus, vandalism, destructive behavior which results in the destruction or partial destruction of the bus, may be an automatic 10 day suspension*

2nd Citation- Student is warned and copy of the citation is forwarded to the student's respective school. Superintendent/Transportation Coordinator will contact the parent/guardian to request conference between parent/guardian, student, driver and the respective Principal/Superintendent and/or Transportation Coordinator.

3rd Citation- A copy of the citation is forwarded to the student's respective school. Principal/Superintendent will notify the parents by phone and by registered mail. The student may lose bus privilege for 3 to 5 days. *The parents will be responsible for their student's transportation during this time.*

4th Citation- A copy of the citation is forwarded to the student's respective school. Principal/superintendent will notify the parents by phone and by registered mail. The student may lose bus privilege for 10 days. *The parents will be responsible for their student's transportation during this time.*

*Note: Serious offenses such as fighting on the bus or in the loading area, use of foul language directed at the driver or any other person, spitting on the bus, out the window or at another person, throwing objects inside the bus or out the window and vandalism or destructive behavior which results in the destruction or partial destruction of the bus, shall be an automatic ten (10) day suspension from riding the bus. Any violation beyond a fourth citation will result in the revocation of bus privileges for the remainder of the school year.*

#### **Complaints:**

Any complaints or concerns must be in writing and signed by parent within five days following the incident. These Complaint Forms will be available in the district office thru transportation.

If you have any concerns or questions regarding the above rules and regulations or the safety of your child, please contact the transportation department at 267-3117.

#### **School Board Policy References:**

✓JICC/ Student Conduct on Buses

✓JICC-R-1/ Student Conduct on Bus (Bus Rules)

✓JICC-R-2/ Student Conduct on Bus ( Discipline Procedures)

Can Access at: [WWW.cck12.net/ policies](http://WWW.cck12.net/policies)