



AP 4-411 – STUDENT CONDUCT IN SCHOOL BUSES (GUIDELINES)

1. The driver, in consultation with the principal and parents, may appoint one or more of the responsible students as bus monitor(s) or patrol(s).
2. The driver is in full charge. Students must obey the driver promptly and cheerfully. Students must obey the orders of the bus monitors or patrols.
3. There is to be no eating in the bus.
4. Bus transportation is provided to eligible students. The driver may assign seats for which students will be held responsible.
5. Students shall be on time. Please refer to Bus Routes on the division website for city pick-up times. Parents of rural students will be contacted directly by the division regarding pick-up times.
6. Unnecessary conversation with the driver is prohibited.
7. Outside of ordinary conversation, classroom conduct is to be observed. The driver may separate students or groups of students who do not follow his rule.
8. The use of tobacco, liquor, or non-medicinal drugs is prohibited.
9. Students must not extend arms or heads out of bus windows.
10. Student must not throw waste paper or other rubbish on the floor of the bus or out of the bus window.
11. Students must not try to get off or on the bus or move about within the bus while it is in motion.
12. When entering or leaving the bus, students must observe the directions of the driver.
13. Students are not permitted to bring animals, firearms, explosives, flammable liquids, or anything of a dangerous or objectionable nature on the bus. Students are required to have skate guards on ice skates when in the bus or have ice skates inside a durable bag.
14. Students shall not get on or off buses except at designated points, unless given written permission by the parent or guardian.
15. Students shall pass in front of the bus at stopping points if they have to cross the road or highway.
16. Students are prohibited from using any loud device at any time on school buses.
17. Students shall be dressed appropriately for existing weather conditions so that they will be adequately protected in the event the bus breaks down or gets stuck.

PENALTY: When a bus driver hands in a completed Bus Conduct Report concerning a student to the principal, the principal will take the following action:



- a) The first time the principal receives a Bus Conduct Report from a bus driver regarding a student, the principal will discuss the matter with the student on the same day as the Bus Conduct Report is received. The principal will inform the student of the action which will be taken if the misbehavior occurs again. Depending on the severity of the matter the Principal may proceed immediately to point b), listed below.
- b) The second time the principal receives a Bus Conduct Report regarding the same student, the student will be spoken to by the principal on the same day that the Bus Conduct Report is received. The parent will be contacted by phone, followed by a letter informing the parent about the misbehavior, and that if it reoccurs (the third time) a two-week suspension from riding on the bus will be issued, and if misbehavior occurs again (the fourth time), a suspension to the end of the school year will be issued.

NOTE: Any student suspended from riding in a school bus must still attend school during the period of suspension.

Adopted: August 2015

Revised: August 2023