

## RATIONALE:

Appropriate behavior is essential to the safe operation of school buses. All students are expected to respect school bus transportation services. School and District Codes of Conduct extend to and from school and include bus transportation. As stated in Policy 770, the School District is not required to provide student transportation, and student conduct must be in accordance with the following procedures.

## PROCEDURE:

1. The Principal will provide this document to all bus students and their parents/caregivers in September of each school year outlining school bus conduct and expectations.
  
2. All students travelling on school buses must observe *AP 771 School Bus Conduct*. These apply when travelling to and from school, on extra-curricular and co-curricular trips, and for other school functions. The bus driver is responsible for the students on the bus with the support of school staff as available.

Students should:

- 2.1 be responsible and respectful while riding on the school bus;
  - 2.2 follow school and district Code of Conduct;
  - 2.3 not distract the driver while the bus is in motion;
  - 2.4 follow all requests of the bus driver on the bus and at the stop;
  - 2.5 remain properly seated;
  - 2.6 be seated in assigned seats, if seats are assigned;
  - 2.7 eat food at the discretion of the bus driver;
  - 2.8 observe the directions given by the driver when leaving the bus. If students have to cross the road, they should do so in front of the bus after making certain the road or highway is clear; and
  - 2.9 students will remain on the shoulder of the road or designated area while waiting for a bus.
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3. Students should never;
    - 3.1 put heads or arms out open windows; or
    - 3.2 throw articles on or around the bus, in bus stop areas, or from bus windows.
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4. The Principal will administer and supervise the general conduct of students and shall

delegate to the bus driver, the authority to supervise students on the bus. If a rule is not followed as per *Administration Procedure 771 School Bus Conduct*, the bus driver shall either:

- 4.1 issue a warning (verbal or written slip) to the student; or
  - 4.2 refer (written slip) the student to the Principal which may include a recommendation to suspend bus privileges.
  - 4.3 Warnings or slips need to be documented and communicated to the parents/caregivers by /the Principal.
5. When a bus driver has issued a warning or referred the student to the Principal, the bus driver shall immediately inform the Manager of Operations and communicate or deliver the conduct slip to the Principal.
6. When a Principal is advised that a referral has been made, they shall:
- 6.1 consult with the bus driver.
  - 6.2 interview the student and others as appropriate.
  - 6.3 determine the appropriate response; and
  - 6.4 determine if a suspension from the bus is warranted.
7. Suspensions from the bus shall be (depending on the incident) a progression of:
- 7.1 1 day
  - 7.2 3 days
  - 7.3 5 days
  - 7.4 Semester or end of term
  - 7.5 Indefinite
8. Student and or parents/caregivers may have the opportunity to provide restitution, where appropriate.
9. If suspension is appropriate, a notice of suspension of school bus privileges will be communicated/provided, by the Principal, to:
- 9.1 the parents/caregivers of the student.

- 9.2 the Manager of Operations; and
  - 9.3 the Director Of Operations.
- 10.** Any appeal of a suspension of school bus privileges of more than five (5) days shall follow the procedures as authorized by School District No. 27 *Bylaw 2706 Appeals*.

## REFERENCE

[School Act](#)