

BUS RIDER RULES

A. Rules of Conduct

1. Prior to loading:
 - a. Students shall be at the designated school bus stop 10 minutes prior to the scheduled pickup time. The bus shall not wait.
 - b. Students shall stay off the road at all times while waiting for the bus. They shall conduct themselves in a safe manner while waiting for the bus.
 - c. Students shall wait until the bus comes to a complete stop before attempting to enter the bus. They shall line up in an orderly fashion in single file.
 - d. Students shall not move toward the bus at the school loading zone until the buses have been brought to a complete stop.
 - e. Students shall use the handrail and watch their step when boarding the bus.
 - f. Students shall take a seat immediately upon entering the bus and put on their seatbelt.
 - g. Students shall ride on assigned buses.
2. While on the bus:
 - a. The bus driver shall be in full charge of the bus and shall be promptly obeyed.
 - b. Students shall ride on assigned bus routes and shall be given assigned seats at the bus driver's discretion. The driver shall not allow or require any passenger to sit anywhere except in seats provided which meet required specifications.
 - c. Students shall properly and securely wear their seatbelt when the bus is moving.
 - d. Students shall not stand while the bus is in motion, except while going to the door or seat just prior to stopping or immediately after loading.
 - e. Students shall keep head and arms inside the bus.
 - f. Students shall not throw articles within or outside of the bus.
 - g. Students shall engage only in such language, conversation and conduct as is acceptable or in a well-conducted classroom.
 - h. Anyone causing damage to bus equipment shall be responsible for the cost of such damages.
 - i. Students shall abide by all Board policies relating to alcohol, drug and tobacco use while riding on school buses.
 - j. Students shall not eat or drink on the bus at any time.
 - k. Students shall remain on the bus in case of a road emergency, unless directed to do otherwise by the driver.
 - l. Students shall exit the bus through the front door. Exiting through emergency doors in situations other than emergencies shall be strictly prohibited.
 - m. Bus drivers shall return all students to their designated drop off.

- n. If a school bus is prevented from discharging a student at the student's regular departure point during an emergency, the bus driver shall return the student to his/her respective school where the principal shall be responsible for contacting the parent/guardian. If the principal is not available, the bus driver shall deliver the student to his/her superior at the bus company.
 - o. Students shall not bring pets on the bus at any time, service dogs shall be considered.
 - p. Students shall keep books, packages, coats and other articles out of the aisles.
 - q. Students shall keep quiet when approaching a railroad crossing stop.
 - r. Only regular riders are allowed to ride the bus unless individuals have administrative permission.
 - s. Students shall be courteous to the driver and fellow passengers.
 - t. Students shall not bully, tease, threaten, harass, or hurt others.
 - u. Students shall be prohibited from loud talking, laughing, yelling, singing, whistling, throwing of objects, standing, or changing seats. Serious safety hazard can result from noise and behavior that distracts the driver.
 - v. Students shall keep the bus clean.
 - w. Bus drivers shall notify the Beloit Police Department to assist in removal of a student(s) from the bus in extreme cases of misconduct.
 - x. Students may use electronic devices on the bus provided that they are at a level zero volume, follow digital citizenship guidelines and that the device is held securely.
 - y. Students shall treat bus equipment and other possessions with respect. Possessions may be removed and returned to the parent and/or school if determined necessary to maintain bus safety. The district and/or transportation provider shall not be responsible for items that are broken and/or stolen from the bus.
3. After leaving the bus:
- a. Students shall cross the road when necessary after getting off the bus, but only after checking to be sure no traffic is approaching and after receiving the signal from the driver. They shall cross the road at least 10 feet in front of the bus.
 - b. Older students shall help look after the safety and comfort of small children.
 - c. Students shall be alert to the danger signals from the bus driver.
 - d. Kindergarten and younger age students must be received by a responsible person when they leave the school bus. If there is not a responsible person to receive the child, the transportation provider will attempt to contact the parent or guardian. If unsuccessful, the transportation provider will transport the child to the school or the district administration center. The parent will be required to pick up the child from that location. If a parent receives three (3) absences of responsible person notices in a year, the bus service for that child may be cancelled.
 - e. Students shall never walk behind the rear of the bus.

4. Extracurricular trips and excursions:
 - a. The above rules will apply to any trip under school sponsorship.
 - b. Students on extracurricular trips must also respect the wishes of chaperons appointed by school officials to accompany the bus riders.
 - c. Students who go on school trips are expected to return on the same bus, except that permission to leave the group may be granted by the person in charge if written consent of the parent(s) is obtained, preferably before the trip.
5. Any violations of the above rules shall be reported to the parent(s)/guardian of the violator, transportation office and to the principal of the school which the student attends.

CROSS REF.: 443.2 RULE 2 Bus Discipline Procedures
443.4 Student Alcohol and/or Other Controlled Substances Use
447.3 Student Suspensions/Expulsions
831 Tobacco Use on School Premises

REVISED: May 27, 2014