

## Bus Policies For Students and Parents Defiance City School District

The main purpose of the Defiance City School Transportation program is to safely transport eligible students between their homes and schools. To accomplish this the drivers, the parents, and the students all have important responsibilities.

### Responsibility of the Driver

The school bus driver has the responsibility to safely transport students to and from school following board approved driving routes. Drivers are expected to act courteously and follow the board of education procedures established for the transportation department.

In order for the driver to safely transport students, the driver's attention must be directed entirely to the job of performing his/her function at the wheel. To accomplish this, the driver has the responsibility of maintaining control of the students on his/her bus. Student horseplay and misconduct endanger the safety of all bus riders and will not be permitted.

### Responsibilities of Students and Parents

The safe and effective performance of the Defiance City Schools Transportation program is dependent on the cooperation of students and parents. We ask all students and parents to be aware of the transportation rules stated below and to cooperate with the drivers to help keep bus riders safe.

### Procedures When Students Misbehave

If the student misbehaves, he/she may have bus privileges revoked.

- When a minor misbehavior takes place, the driver gives the student an oral warning.
- When a second minor misbehavior takes place or if the incident is more serious, the driver will take more serious action.

The driver will inform the student that the student's principal will be contacted.

The driver will complete a student awareness report and confer with the student's principal.

The principal will then meet with the student to discuss the incident and inform the student of the action to be taken.

Parents will also be informed of this action, which may include loss of bus privileges and the effective dates.

- Further acts of misconduct will result in additional loss of bus privileges and may ultimately reach a point where suspension from school could be considered.

Any suspension, expulsion or immediate removal from the bus requires that a notice of the reason(s) be given, followed by a hearing and notice of the action taken. When denial of transportation privileges is involved, the duration of time will be noted. These dates will not be altered by calamity days. Parents or guardians who wish to appeal a suspension, expulsion, or removal of a student from a bus are to contact their child's building principal at which time a meeting with the driver, principal, and parents may be scheduled. Parents or guardians should not contact the bus drivers, and at no time should a parent board a bus to confront a driver about a discipline situation or loss of transportation privileges.

## Student Transportation Rules

Students are expected to:

1. Arrive at the bus stop BEFORE the bus is scheduled to arrive,
2. Wait in a location clear of traffic and away from the bus stop,
3. Behave at the bus stop in a manner which does not threaten life, limb or property of any individual,
4. Go directly to an available or assigned seat upon boarding the bus (drivers may assign seats to maintain control and promote safer driving conditions),
5. Remain seated, keeping aisles and exits clear until the bus stops,
6. Observe classroom conduct and obey the driver promptly and respectfully.
7. Remain quiet when the bus is approaching railroad crossings or dangerous intersections,
8. Not use profane language,
9. Refrain from eating and drinking on the bus except as required for medical reasons,
10. Not use tobacco on the bus,
11. Not possess dangerous weapons on the bus,
12. Not possess alcohol or drugs on the bus except for prescription medication required for a student,
13. Inform the driver of any medical problems which may require the driver's attention,
14. Not throw or pass objects on, from, or into the bus,
15. Not put head or arms out of the bus windows,
16. Carry onto the bus only objects that can be held on their lap (when carrying large band instruments, class projects, etc., check with the driver),
17. Leave nothing on the bus when departing,
18. Leave or board the bus only at assigned locations unless parental and administrative authorization to do otherwise has been obtained,
19. NEVER tamper with the bus or any of its equipment (those responsible for damage intentionally caused to seats or other interior parts of the bus will be required to pay for the damage),
20. Always look for the bus driver's signal to cross the street or road (when this is necessary) before crossing the road, look carefully both ways to make certain no traffic is approaching, and then to cross at least ten feet in front of the bus,
21. Follow all student transportation rules on any trip sponsored by school authorities and on all extra-curricular trips (band, choir, athletics, field trips, etc.).

## Special Notices

In the case of bad weather, please listen to radio stations WDFM (98.1 FM), WZOM (105.9 FM), or WONW (1280 AM) for information on school cancellations, early dismissals or delays due to bus problems, weather, or accidents.

The bus drivers are very good about keeping the Bus Garage and Central Office informed of problems or delays they are experiencing. Parents may phone the Bus Garage (782-7091) or Central Office (782-0070) if there are any questions.

Parents and guardians should expect students to arrive at their designated stop anytime up to one hour after the last bell. Please keep track of the scheduled early dismissals or late starts so your child can be transported safely to and from school.