

<b>CLASS Business Unit:</b>	Student Transportation
<b>Operating Practice:</b>	Student Responsibility
<b>Reference:</b>	STS-PRO-009-2011
<b>Adopted:</b>	April 26, 2011
<b>Revised:</b>	November 16, 2016

## 1.0 Student Responsibility

Riding on a school bus, both to and from school and on planned excursions, is a privilege, not a right. Improper conduct may result in the withdrawal of this privilege. Re-instatement will be at the discretion of school officials after consultation with the student, parent or guardian and school bus operator.

Students must:

1. Comply with Student Transportation Services policies and procedures.
2. Choose the safest walking route to and from the bus stop and keep well clear of the traveled roadway while waiting for the bus.
3. Be certain that the road is clear, or traffic is stopped before crossing any roadway.
4. Be at their bus pickup point at 5-10 minutes prior to bus arrival time. If buses are more than 10 minutes late beyond the scheduled stop time, information can be obtained by contacting Student Transportation Services or viewing late bus information posted at [schoolbusinfo.com](http://schoolbusinfo.com).
5. Not abuse, damage or litter private property while waiting for their school bus.
6. Wait for the bus to come to a complete stop before preparing to board or exit the bus.
7. Line up and board the bus promptly in single file without crowding or pushing.
8. Promptly take their place on the bus as directed by the driver. Students must remain in their seats throughout the trip to and from school.
9. Be picked up and discharged only at their designated school bus stops. Buses will only drop off students at their home school in the morning.
10. Conduct themselves in a quiet and courteous manner, showing consideration for the comfort and safety of others.
11. Not smoke, drink alcohol or abuse drugs while riding the school bus.
12. Not eat or drink or use profane language on school buses.
13. Not have any type of 'weapon' on your person, this includes laser pointers. Anything deemed to be a weapon will be confiscated.
14. Be liable for any damage done to the bus resulting from improper behavior.

15. Hold their books, lunch boxes, backpacks and other bulky items on their laps and not place them in the aisle where they may trip someone. Any large items that cannot fit in the students lap such as scooters, hockey equipment and musical instruments will not be permitted on the bus. Skates must have guards on them and stored inside a proper carrying bag.
16. Not bring animals or pets onto the school bus. Service animals are an exception, please refer to our Use of Service Animals and Support Persons Procedure.
17. Turn the volume/ringer off on all cell phones or other electronic devices so that it is not a distraction to the driver.
18. Not open or close windows unless authorized by the driver.
19. Keep arms and head inside the bus.
20. Not throw anything out the windows.
21. Never bully the driver or other students.
22. Always follow the instructions of the driver.