



Administrative Regulations

ADMINISTRATION

1320

CONDUCT ON SCHOOL BUSES

1. Students shall observe the regulations for students using school buses, while they wait for a bus, while they travel on it, and when they alight from it.
2. At the beginning of each school year, principals shall arrange to have these regulations made clear to all students. Principals shall deal with them at the same time regulations for classroom and school conduct are reviewed.
3. Bus drivers shall be provided with a copy of, and enforce these regulations:
 - a. Students shall obey the driver promptly at all times.
 - b. Students shall remain properly seated while the bus is in motion, facing forward with both feet on the floor, and remaining seated until the bus has come to a full stop.
 - c. Lunch pails, books, purses, etc., shall be held securely on the student's lap.
 - d. Any item that presents any hazard to other passengers or has the potential to damage the vehicle may not be carried on the bus (e.g. unguarded skates, hockey sticks, sharp objects, firearms).
 - e. Windows shall not be adjusted without the driver's explicit permission.
 - f. At no time shall a student extend any part of his/her body out of a window.
 - g. Nothing shall be thrown out of a bus window.
 - h. Students will assist in keeping buses clean and free from litter.
 - i. When required, students shall share seats to a maximum of three (3) per seat.
 - j. The same standard of behaviour that applies in a classroom shall apply on a bus (e.g. speaking loudly, singing, whistling, fighting and willfully damaging the bus or another student's property shall not be tolerated).
 - k. Students shall not converse unnecessarily with the driver.
 - l. Food or beverages shall not be consumed on buses during regular, scheduled runs. On extracurricular trips, at the driver's discretion, this regulation may be waived, but the bus must be parked at the time.
 - m. When crossing a highway after alighting, students shall cross only in front of the bus.
 - n. Students shall not stand or play in the roadway while waiting for or alighting from a bus.
 - o. Students are expected to be at their bus stop five (5) minutes prior to the pickup time.
 - p. Students may board only the bus to which they have been assigned.

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CONDUCT ON SCHOOL BUSES (continued)

- q. Emergency exits and equipment are to be used only in the event of an emergency.
 - r. If a bus becomes disabled because of inclement weather, accident or mechanical failure, all students shall remain at the scene until alternate transportation has been provided. Senior students may be required to assist the driver and/or other students.
4. If a student misbehaves on a school bus:
- a. The driver shall warn the student that the behavior is unacceptable.
 - b. If there is no improvement, the driver shall report at the earliest possible time the problem and the action taken to the principal(s) concerned.
 - c. If the problem persists with a student, the driver shall report the instance to the principal who may suspend the student from travelling by school bus.
 - d. Where misbehavior is considered to be flagrant, disciplinary action may include both suspension from school attendance and/or permanent suspension of transportation privileges.
 - e. Appeals to disciplinary action may be made in accordance with the school's appeal procedure and Bylaw 8300.
5. The principal shall inform bus drivers about any student with special medical problems.

Date approved: January 1996

Reference:

Date revised:

Supt. Signature: