

Danville Community School

School Bus Information for Students and Parents

The chief objective of bus transportation is to get children to school and home again as safely as possible. This requires the cooperation of children, parents, drivers and the school. If anyone in the chain fails to meet his responsibilities, the program fails.

The school maintains a fleet of buses, which are all inspected and certified by the Department of Education and Public Safety. All drivers are certified, trained, and supervised to operate buses in a safe manner. Their job requires their attention 100% of the time to operate the bus and keep track of traffic on all sides of the vehicle. If there is misbehavior among the riders, the driver's attention is distracted and even a momentary inattention may be enough to cause a tragedy. The bus driver has the same authority to control pupil behavior on the bus as a teacher has in the classroom.

Safety Rules for Riders

1. Plan to be on time – the bus cannot wait for stragglers.
2. Stay on your side of the road until the bus is there, stopped and has traffic stopped. Cross only at a signal from the driver. When boarding or alighting, cross only in front of the bus. Keep several steps in front of the bus so the driver can see you until you are safely across. Cross the road in accordance with the driver's instructions and the provisions of 321.372, Code of Iowa.
3. For the sake of safety, drivers are instructed to let riders off only at their regular stop. If for some reason you have to have your child dropped off at another location **on you own route**, call the elementary office at 392-4221. A child's request to get off at a different stop will not be honored without verification from home. **Please note: Buses are filled to capacity. There will be no riders other than regularly scheduled student riders on the route.**
4. A driver appreciates your thoughtfulness if you call him/her when your children will not ride in the morning especially if the bus must turn around at your home. If you cannot reach the driver, call the bus barn, 392-4331 before 7:00 am and a message will be delivered to the driver.
5. Glass containers for plant, animal or mineral specimens are very dangerous on buses. A child who stumbles with a glass container in hand may be very seriously injured. Use plastic or metal containers only. No animals or reptiles are allowed on the bus.
6. Enter and leave the bus at the school loading area and at public road bus stops in an orderly fashion and in accordance with instructions.
7. Remain reasonably quiet so the driver is not distracted. Orderly behavior on the bus is essential at all times. Roughhousing is not only hard on seats and interior finish; it is also hard for the driver to operate the bus safely. Do not throw any object.
8. Do not wantonly or carelessly destroy property.
9. Students are asked to keep feet off the seats and out of aisles. Aisles are to remain clear of instruments, bodies and other items.
10. Arms or other parts of the body should not be extended out windows or into aisles. Keep your hands to yourself.
11. Eating and drinking is not permitted on the bus.
12. No profanity is allowed.
13. Your child will be assigned a seat for the year.
14. All buses stop at railroad crossings. It is extremely important the riders are quiet so the driver can listen for a train.

When an infraction of the bus rules occurs, the driver will complete a "School Bus Behavior Report" form. The form will be given to the student for delivery to the parent. *The form must be signed by the parent and returned to the driver before the child can ride the bus again.* If the child violates the rules after Form 1, Form 2 will be given to the

child with rule infractions stated on the form. *Your child will not be permitted to ride the bus until you have contacted your child's principal.* **Transportation privileges will be denied on the third infraction of the rules.**

The foregoing rules are intended to permit safe and wholesome experiences for the students riding the bus. This information sheet is intended to inform students and parents of the rules and regulations which must be observed. Pupils who do not abide by these rules and regulations will be denied the privilege of riding the bus, and parents will be obligated to provide transportation. This information sheet was prepared in accordance with the Transportation Division, Iowa State Department of Education.

BUS DISCIPLINE POLICY

The students are responsible for their behavior on the bus, and their behavior could affect the safe operation of the bus. Misbehavior could result in the bus driver being distracted. Such distractions endanger the lives of all students being transported. Therefore, behavior infractions must be reported and disciplinary action will be taken in accordance with these guidelines.

Parents are requested to explain the importance of proper behavior on the bus. There are also expected to support the disciplinary actions that are necessary to help their child change his/her behavior.

The primary responsibility of the driver is to safely transport the students to and from school. While transporting students, the driver also has the responsibility of maintaining discipline on the bus. Therefore, the driver will report behavior infractions to the proper authority on the forms provided.

Behavior Guidelines and Consequences

The following behaviors will not be permitted on the bus. The behaviors are grouped according to the seriousness of the offense. More serious misbehavior will result in harsher consequences. The behavior consequences will escalate if the child insists on repeating the unacceptable behavior.

Unacceptable Behavior

<i>Minor Infractions</i>	<i>Major Infractions</i>
Hitting	Pornographic material
Spitting	Assault
Profanity	Fighting
Out of seat	Vandalism
Throwing objects	Insubordination
Obstructing aisles	Possession of a weapon
Making loud noises	Possession or use of alcohol
Other safety rules on sheet	Possession or use of illegal drugs

Minimum Consequences for Minor Infractions

- Minor --
- First Offense: Driver conferences with the student, identifies the infraction and writes the behavior referral with copies to the parents and appropriate administrator.
- Second Offense: Driver conferences with the student, identifies the infraction and writes the behavior referral with copies to the parents and the appropriate administrator. The parent copy of the referral must be signed by a parent and presented to the driver by the student before he/she can ride the bus the next day.
- Third Offense: Driver conferences with the student, identifies the infraction, and writes the behavior referral with copies to the parents and the appropriate administrator. The administrator contacts the

parents, reviews the child's behavior record, and suspends the riding privileges from three to five days. All succeeding offenses in the minor category will be treated as a major infraction.

If the infraction is a violation of the law, the proper authorities will be notified. If the infraction results in property damage, restitution must be paid or a plan for restitution and must be agreed upon before the riding privileges are reinstated.

Minimum Consequences for Major Infractions

Major -- First Offense: Driver conferences with the student, identifies the infraction, and writes the behavior referral with copies to the parents and the appropriate administrator. The administrator contacts the parents, reviews the behavior incident, and suspends the student's riding privileges for five days. The parents and student must attend a conference with the appropriate administrator and driver before the riding privileges are reinstated.

Second Offense: The same procedure will be followed as outlined in the first offense. However, the riding privileges will be suspended from ten to fifteen days.

Third Offense: The same procedure will be followed as outlined in the first offense. However, the riding privileges will be suspended for fifteen days. Any succeeding offenses will result in immediate suspension of riding privileges and the case will be presented to the School Board with request for action by the School Board.

Evening Route ---- Dangerous Behavior Clause

If a student performs an act that obviously jeopardizes the safe operation of the bus or endangers the safety of others on the evening route, the driver may suspend the student from riding the bus the next morning. The driver must notify the parents and the appropriate administrator of this action upon completion of the evening route. A written report shall also be filled out and delivered to the appropriate administrator immediately following the next morning's route detailing the incident. Riding privileges cannot be reinstated until a conference is held with the driver, a parent, the student and an administrator.

Open Enrollment Bus Stops

We have experienced situations students do not have a parent or responsible adult to pick-up their child at the two open enrollment bus stops the district has designated for pick-up. This has become a safety issue for the district. We have instructed our bus drivers to not to wait at these stops because families are depending on the school to keep as consistent time frame on delivering students as possible. Therefore, we expect our bus drivers to bring these children back to school. Unfortunately, this is becoming a common occurrence.

The Danville School District is concerned about the regularity of these situations. Therefore, we will initiating an action plan to insure student safety for all:

First Offense: Parents are called and the student must be picked up at the elementary office.

Second Offense: Parents are called and the student must be picked up at the elementary office.

Third Offense: The administrator contacts the parents to discuss the issue. The student will lose bus

privileges for two weeks.

Fourth Offense: Meeting with superintendent