

Administrative Procedure 351

STUDENT CONDUCT ON SCHOOL BUSES

Background

In order to ensure the safety of all students being transported on division school buses, it is essential that rules for student conduct be established and communicated to everyone involved in the bus transportation system.

Procedures

1. Students that are not adhering to the rules of student conduct may be reported to the Principal and appropriate action will be taken.
2. Prior to getting on the bus, students must:
 - 2.1 Be on time at the designated stop.
 - 2.2 Stay off the road or street while waiting for the bus.
 - 2.3 Must conduct themselves in a safe manner while waiting and must not interfere with other students who are also at the bus stop.
 - 2.4 Wait until the bus comes to a complete stop before attempting to enter.
3. While on the bus, students must:
 - 3.1 Must obey the bus driver promptly and respectfully.
 - 3.2 Co-operate fully with the school monitor appointed by the Principal to monitor or patrol on the bus.
 - 3.3 Remain in the seat assigned by the driver.
 - 3.4 Not engage in unnecessary conversation with the driver.
 - 3.5 Observe classroom conduct on the bus and any disturbance which may take the driver's attention and endanger the safe operation of the bus is prohibited.
 - 3.6 Not vandalize the bus.
 - 3.7 Not smoke or use alcohol or drugs.
 - 3.8 Not litter the bus throw any articles out of the bus windows.
 - 3.9 Not extend any part of their body out of the windows.
 - 3.10 Remain seated while the bus is in motion.
 - 3.11 Disembark at their regular stops unless a note from the parent is presented to the driver.

- 3.12 Observe the directions of the driver when getting off the bus and should always pass in front of the bus.
4. After getting off the bus, students must:
 - 4.1 Cross at least three meters in front of the bus only after looking to be sure that no traffic is approaching from either direction if it is necessary to cross the road.
 - 4.2 Not get off the bus at places other than at their regular bus stop at home or at school unless by proper authorization of the parents is provided to the bus driver.
5. The rules established for student conduct on buses shall apply to all school trips and extracurricular activities where school buses are used.
6. The Principal shall advise parents that they are responsible to ensure that:
 - 6.1 Students are properly clothed for travel on the bus.
 - 6.2 The bus driver is informed of any special medical condition and the recommended procedures to be followed in the event that remedial action needs to be taken.