

RISE Charter School District – Bus Conduct Report – Policy 8110F

Student: _____ Grade: _____

Driver: _____ Incident Date: _____

NOTICE TO PARENTS

1. The purpose of this report is to document a disciplinary incident involving your student on the bus and corrective steps.
2. When a citation is issued, the student's riding privileges are automatically and temporarily revoked until the citation is returned signed or contact with parent/guardian is made by building admin.
 - a. When a citation is followed by a suspension, riding privileges will be revoked for the duration of the suspension and until parent acknowledgement and/or meeting with school admin.
 - b. Citations issued to students will be carried over to all routes and activity buses. They can also be carried over to the following year at the Transportation Supervisors' recommendation.
3. **Please refer to the back side of this form for the bus rules and the authority of the bus driver.**
4. The Transportation Supervisor, Principals and Superintendent reserve the right to revoke riding privileges for any amount of time, other than what is specified below, when deemed necessary.

PROCEDURES & CONSEQUENCES

- 1st Citation** – Written warning. No suspension of riding privileges. Parent/guardian notified.
- 2nd Citation** – Automatic 2-day suspension of all riding privileges. Parent/guardian notified. Please refer to item #3, under the notice to parents, above.
- 3rd Citation** – Automatic 5-day suspension of all riding privileges. Parent/guardian notified. Please refer to item #3, under the notice to parents, above.
- 4th Citation** – Automatic 6-week suspension of all riding privileges. To return to ride at end of suspension, it is required for the parent/guardian to request a meeting with school admin and transportation supervisor. Please refer to item #3, under the notice to parents, above.

DRIVER'S REPORT

____ Violation of Safety Procedures ____ Destruction of Property ____ Rude/Discourteous/Annoying
____ Unacceptable Language ____ Fighting/Pushing/Tripping ____ Other

DRIVER COMMENTS:

PARENT CONTACTED BY: _____ DATE/TIME: _____

RISE CHARTER SCHOOL DISTRICT #562 BUS RULES

The rules below can be found in the RISE Charter School District Board Policy No. 8110. All students are expected to follow these rules at all times.

All passengers on RISE Charter School District buses are subject to audio/visual recording

RULES:

- Students shall obey the bus driver's directions promptly and courteously.
- Students shall use classroom conduct at all times. **(No yelling, screaming, hollering, and/or loud noises, no profane language or obscene gestures.)**
- Absolute silence is required when the driver stops the bus at a railroad crossing.
- Students must keep hands, arms, and heads inside the bus at all times.
- Students shall not throw objects inside the bus, from the bus, or into the bus.
- Eating or drinking is not allowed on the bus.
- Students will walk to and from the bus in an orderly fashion.
- Students will arrive at their assigned bus stops no less than **5 minutes** before the scheduled arrival of the bus.
- Students shall respect private and public property while waiting at the bus stop
- Students shall enter the bus and go directly to an available or assigned seat and remain seated and keep the aisles and exits clear at all times while on board.
- Students will only cross the road or street after the bus comes to a complete stop and the driver has directed them that it is safe to cross, this must be done no less than **12 feet in front of the bus** only.
- Students shall board and leave the bus at their established stop, except when they have a request signed by their parent or guardian to do otherwise.
 - Students shall ride their assigned bus unless reassigned by the respective school principal/designee
- Students shall not tamper with emergency doors, windows or equipment.
- No smoking, tobacco or drug use will be permitted on any bus.
 - School district policies pertaining to drugs, alcohol, tobacco, controlled substances, weapons, harassment, bullying, hazing and sexual harassment are in effect at the bus stop AND on the bus.
- Students will not be allowed to use flashlights, bright screens when dark conditions, listen to audio without headphones, and only be allowed to utilize one earbud while on the bus.
- Breakable containers, skateboards, hazardous materials, lighters, matches, shop projects, or animals other than service animals, are not permitted on any school bus.
- Large items carried on the bus must be held on the students' laps.

AUTHORITY:

- **The bus driver is authorized to assign seats and deny riding privileges on a temporary basis.**
- Only persons authorized by the district are eligible to ride the buses. (Pupils, Staff Members, Coaches, and Appointed Chaperones for field trips or activities). (KSD Policy No. 8105)
- Citations will carry over to all routes and activity buses. They can also be carried over to the following year at the Transportation Supervisor recommendation.

If you have any questions, please feel free to call the Transportation Department Office at 208-423-4170 opt: 1