



DISTRICT PRACTICE 7100
STUDENT CONDUCT ON BUSES

CODE OF CONDUCT FOR BUS STUDENTS

The standards of conduct on school buses shall be similar to those expected of students within the school. Students shall refrain from practices which endanger themselves or others and shall show respect for the rights and property of others by:

- (a) remaining properly seated during their entire journey;
- (b) behaving in a quiet and orderly manner both on and off the bus;
- (c) keeping personal possessions on the floor near their feet or in the overhead racks;
- (d) refraining from eating or drinking on the bus;
- (e) not consuming tobacco products or engaging in chemical abuse;
- (f) ensuring not to distract the driver;
- (g) using only the bus route that is originally assigned unless otherwise approved;
- (h) not fighting or using offensive language;
- (i) obtaining permission from the driver prior to opening bus windows.

DISTRICT PRACTICE:

1. The student is subject to the school code of conduct going to and returning from school. One of the prime responsibilities of the school principal, or their designate, is to administer and supervise the school, including the general conduct of students. They also exercise paramount authority in matters concerning the discipline of students.
2. The principal, or their designate, shall delegate to the bus driver authority for supervising students on the buses and for reporting matters or incidents to initiate appropriate disciplinary measures.
 - 2.1 The bus driver is expected to instruct pupils on bus safety, enforce safety regulations, and maintain appropriate discipline.
 - 2.2 The student must obey instructions or directives promptly.
3. In addition to the above, when a teacher is travelling on a school bus in an official capacity, that teacher has the responsibility to ensure that standards of behaviour by students are consistent with normal school expectations of conduct.



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4. If a student contravenes a school or bus code of conduct while on a bus, they may be suspended from school bus service. The normal discipline procedure would progress as follows, although a single incident of inexcusable conduct may result in a more serious consequence.

Step 1 The student is warned verbally by the driver. If the misconduct continues, parents/guardians will be informed verbally.

Step 2 The student is warned in writing by the driver. The parents/guardians and the principal, or their designate, are to be informed by the Operations Supervisor.

Step 3 The student may be suspended by the driver for up to three (3) days and/or suspended up to ten (10) days by the Operations Supervisor. Telephone contact will be made and confirmed by letter with parents/guardians and principal, or their designate, by the Operations Supervisor prior to the suspension taking effect.

- In extreme circumstances, where student or driver safety or damage to the bus is involved, the bus driver has ultimate responsibility to refuse any student access to the bus.
- A driver may not put the student off the bus other than at the school or at their regular bus stop.

Step 4 When a suspension of more than ten (10) days is recommended, or when the student has been suspended from bus privileges for more than fifteen (15) days in the current school year, the Operations Supervisor will:

- consult with the driver; and
- interview the student and parents/guardians.

When a suspension of more than ten (10) days is imposed, the Operations Supervisor, will:

- inform the student and the parents/guardians in writing of the suspension and provide a copy of the policy and district practice;
- send to the Assistant Superintendent, Director of Operations, and the principal, a copy of the letter written to the parents/guardians; and
- ensure that parents/guardians and students are aware of the School District's appeal procedure.

Step 5 The Operations Supervisor, in consultation with the Assistant Superintendent may revoke bussing privileges for the remainder of the year.

5. An appeal of a suspension made by a School District employee shall be made in accordance with Bylaw No. II - Appeal Bylaw.



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6. Students suspended from school bus services are still expected to attend school.
7. If a student is involved in wilful damage to a bus, they may be prohibited from use of the bus at least until restitution is made, as provided for in the *School Act and Regulations*. The principal should be advised, and the parents/guardians informed so that alternative transportation can be arranged.
8. The driver may assign a specific seat to a student.

Note: School bus transportation is a privilege. No School District is required to provide a transportation service.