

**ELLICOTT SCHOOL DISTRICT 22
SCHOOL BUS RULES AND REGULATIONS**

The information contained in this document is provided to students and parents so that all are aware of the rules and regulations affecting your child(ren) while he / she is riding school district transportation. The Ellicott School District is quite proud of its bus drivers and the quality of student transportation services they provide. However, it is important for everyone to know and understand that transportation to school is not a legal responsibility of the school district. It is, rather, a service provided to district-resident students at the expense of the taxpayers of the district, so it is expected that this privilege will be appreciated by those benefiting from it. The district is committed to transporting all eligible students; however, willful violation of the enclosed school transportation rules by any student can be sufficient cause for a student to be denied school district transportation. To avoid this unfortunate situation, please take a few minutes to review and stress the importance of these rules with you child(ren).

Safety Statement

Safety is the primary concern of the Ellicott School District 22 Transportation Department. When an incident occurs that could distract a driver's attention from the road, the safety of each student, the driver, and others on the road is jeopardized. The rules of conduct established for students riding a bus minimize the risk of harm or injury to them and all others.

In the event of any emergency, students are to remain in the bus until otherwise instructed by the driver or emergency response personnel.

Consequences for Rule Infractions

Bus drivers have the authority to recommend suspending the riding privileges of any students who they feel are in violation of the rules of conduct. When a driver recommends suspension to the director of transportation, the director shall refer the matter and recommendation to the building principal. The period of suspension will vary with the nature of the infraction, but will range from 2 days to 1 full calendar year. Parents will be notified before the suspension starts so that they can arrange alternate transportation and ensure that they remain in compliance with Colorado attendance laws.

Student Expectations

Before Boarding the Bus:

1. Students shall be at their assigned bus stops five minutes before the bus is scheduled to arrive.
2. Students need to stay off of the road and respect other's property. Students are directed not to trespass or to plain in private yards near the bus stops.
3. Students shall wait until the bus comes to a complete stop, the door opens, and the driver signals to them before they attempt to enter the bus.

While on the Bus:

1. Insubordinate or disrespectful behavior will not be tolerated on any school district vehicle.
2. All students will be assigned a specific seat. Each student is responsible for his/her seat. If any seat is damaged, the student(s) assigned to that seat will be responsible for paying the cost of any repair and will not be allowed to ride any bus until such payment is made.
3. Sharp instruments such as compasses, pencils, pens, etc. shall be carried in a safe container to avoid potential injury to persons or damage to property.
4. Colorado Department of Education regulations require students to maintain silence when approaching railroad crossings. Students should also maintain silence at signal lights, stop signs, and designated bus stops.
5. Students are expected to identify themselves accurately when requested to do so by any employee of the Ellicott School District.
6. Students are not permitted to stand, turn around, or leave their seats while the bus is in route.
7. Students are to keep their feet, hands, and head inside the bus at all times. Students must also

- keep their hands and feet off of other students and out of the aisle of the bus.
8. Students should refrain from horseplay and/or harassing activity at all times.
 9. Nothing is ever to be thrown from the bus windows or door. Additionally, students shall help keep the bus clean and free from debris at all times.
 10. Students must not be loud enough to distract the driver at any time. If a driver judges a student's voice to be too loud, he or she may be, after sufficient warning, required to ride in silence.
 11. Students must follow the driver's instructions at all times.
 12. Students shall refrain from using foul, obscene, or otherwise inappropriate language on or near any bus at any time.
 13. When deemed appropriate and allowed by the driver, students may eat and/or drink on the school bus.

When Exiting the Bus:

1. Students shall wait until the bus comes to a complete stop before leaving their seats.
2. Students who must cross the road must walk at least 10 feet in front of the bus and wait for the driver's signal before proceeding across the road.
3. Students shall stop halfway across the road and look in both directions before proceeding to the opposite side of the road.

Consequences

In addition to the following transportation-related consequences, additional consequences may be assigned if violations of the student code of conduct also occur (i.e., fighting, possession of dangerous weapon, threatening, possession of contraband, etc.). Consequences for these violations will be consistent with consequences assigned to like violations which occur at school.

Consequences for Elementary Students:

- | | |
|-----------------|--|
| 1st Infraction: | Verbal warning and completion of a bus referral form to be sent home. |
| 2nd Infraction: | Completion of a bus referral form, and a phone call home. |
| 3rd Infraction: | Completion of a bus referral, conference of parents, administrator, and bus driver, and possible bus suspension. |
| 4th Infraction: | Completion of a bus referral, conference of parents, administrators, and bus driver, and a 3 day bus suspension. |
| 5th Infraction: | Completion of a bus referral, conference of parents, administrators, and bus driver, and a 5 day bus suspension. |
| 6th Infraction: | Completion of a bus referral, conference of parents, administrators, and bus driver, and loss of riding privilege for the remainder of the year. |

Appeal Process:

Parents who wish to appeal their child's suspension from school district transportation must indicate their wishes in writing to the building principal within 5 days of the notice of suspension.

Adopted: 11/15/07