

Foxborough Regional Charter School
TRANSPORTATION & BUS CONDUCT GUIDELINES

It is the intent of the Foxborough Regional Charter School to comply with the laws of the Commonwealth, including the regulations of the Registry of Motor Vehicles and the Department of Education relative to transportation of pupils. Those laws and regulations govern any areas not covered by specific declarations of policy and they shall supersede this Policy in the event of any conflict. These rules also apply to Late Buses and Field Trip buses.

Authorized bus stops will be located at designated area throughout the sending districts. These centralized bus stop locations will be utilized to reduce bus route mileage and time, bus routes will be designed to minimize the amount of time a child will be on the bus. Students will be required to board at "common" bus stops. Door to door, neighborhood bus service is **not** provided.

Bus stops are subject to change as deemed necessary and authorized by the School Administration. **For safety and liability purposes students are to ride only buses that they are assigned to.**

Although bus routes may have to be adjusted somewhat after the school year begins any stop/route adjustments will be at the sole discretion of FRCS and the transportation provider. Bus stop changes or route reassignment requests left by voicemail will not be accommodated; requests must be made in writing. The School will charge a bus transportation fee as allowed by law, late fees may apply. The level of service and fees will be established each year by the School. Transportation services are first come first served.

Once a child boards the bus, and *only* at that time does he or she become the responsibility of Foxborough Regional Charter School. Such responsibility shall end when the child is delivered to the regular bus stop at the end of the school day. The parent/guardian is responsible for the behavior and safety of the student between the residence and the designated bus stop, while waiting at the bus stop, and at the afternoon drop off and are not the responsibility of F.R.C.S.

The procedure for handling behavior problems, including bad language or disrespect, on school buses shall be as follows and will be strictly enforced:

- a. First Offense – A verbal warning or an administrative detention may be assigned and the Bus Conduct Form, or phone call, shall be sent from School Administration to the parents of the student, advising the parents of the offense.
- b. Second Offense - Bus privileges may be removed for a minimum of **one to three** school days and parents shall be so notified by School Administration.
- c. Third Offense - Transportation privileges may be removed for a minimum of **three to five** school days and parents shall be so notified by School Administration.

*****School Administration reserves the right to use their discretion in terms of bus consequences due the nature and/or extent of the infraction – regardless of whether a first offense. Any serious violation or series of infractions may result in the termination of bus privileges for the remainder of the school year. *****

BUS CONDUCT & DISCIPLINE RULES

We are pleased to offer school bus privileges for the upcoming school year. A school bus is an extension of school itself and the same code of conduct with appropriate consequences will apply for bus misbehavior as they do in school. School bus safety is a primary concern of F.R.C.S. and F.R.C.S. reserves the right to take whatever action is necessary to maintain a high level of safety. **The right of a pupil to school bus transportation is a qualified right, dependent on appropriate behavior.** In cases where a pupil seriously or continuously violates the code of conduct, parents will be notified by the School and the bus pass will be revoked if, in the opinion of the School, such action is necessary for the general safety and wellbeing of other students.

I have read and/or my parent/guardian has read to me the Bus Conduct Guidelines, I understand the rules of behavior and I understand how I am expected to behave on the bus.

 Student Signature, Grade (2019-20), Date

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I have read the Bus Conduct Guidelines and understand the rules of behavior and what is expected of my child(ren) and myself. It is my responsibility to explain these rules and the consequences for misbehavior on the bus to my child(ren).

 Parent/Guardian Signature

 Date

Violators of the following safety rules will be subject to suspension or termination of bus privileges:

1. The parent is responsible for the behavior of the student between the residence and the designated bus stop and at the designated bus stop. **BE ON TIME** for the bus arriving **10 minutes** earlier than your scheduled drop off or pick up, loss of bus privileges may occur for non-compliance. Observe all safety rules while waiting for the bus, pupils shall stand on the sidewalk or another designated place while waiting for the school bus. Avoid trespassing on private property; respect other people's property, and the right of other people to pass on the sidewalk. Display manners that indicate consideration and safety for others and do not play in the roads, if possible avoid crossing streets.

2. Students shall be picked up and discharged only at their designated stops or F. R. C. S. The legal residence of the student shall be used to establish designated bus stops.

3. Parent/Guardians, your vehicle MUST remain stopped/parked while the bus is loading and/or unloading. Do NOT drive off until the bus has closed the doors and departed the bus stop.

4. Pupils shall never approach a school bus until it has completely stopped and the door is opened. In boarding the bus, they should proceed in an orderly manner, single file and be seated immediately. Younger students should board and alight first from the bus. **No student shall prevent another from occupying a seating space.**

5. **Students shall remain seated at all times, facing forward in assigned seating.** In the event the bus driver or school has assigned student(s) to a particular seat, students are expected to sit in their assigned seats *only*. Pupils shall not open windows without permission. Do not throw anything out of the window. Do not put your hands, arms or any parts of your body out of the window at anytime. Do not open the rear exit emergency door unless there is an emergency.

6. In crossing the roadway, cross only in front of the bus when the blinking lights are on and the stop sign is extended. Pass at least 10 feet in front of the bus look for traffic in both directions before crossing the roadway. Parents and Students should NEVER drive/run beside a bus, chase after a bus or pick up anything that has fallen near the wheels of a bus. **Once the driver has closed the bus doors, the bus is done loading – your child has missed the bus and will need to find an alternate way to get to school or home.**

7. The bus driver has full authority as well as responsibility for control of the conduct of pupils while they are on the bus. Pupils should not annoy the operator or distract his/her attention from driving. They must be treated with courtesy and respect at all times. He/She has a very important task to perform and needs your help.

8. There shall be no pushing, striking or general fooling. Pupils are not allowed to use profane or abusive language. Pupils who witness the destruction of property have a responsibility to report such misbehavior to the driver or school authorities. **Vandalism, destruction or defacing of property will not be tolerated and parents will be held financially responsible.**

9. All Eligible students will be issued a bus pass which they must show to the driver each day. The pass entitles students a school bus ride to and from school. **Students are to ride only the bus to which they are assigned.** A student who allows another student to use his/her bus pass or sells his/her bus pass or an unauthorized duplication of a bus pass may result in loss of bus riding privileges.

10. Under no circumstances should the following be brought onto a school bus: drugs, alcohol or related items, firearms, explosives, knives or weapons. **Do not bring large art projects, animals, pets, hazardous materials or other large objects on the school bus (Natures Classroom luggage).** It is the parent's responsibility to arrange alternate transportation for such matters. Lunch boxes and small athletic equipment (those which can easily be transported on a student's lap or under the seat in front of you) must be less than 1 yard long, 1 foot wide and 10 inches high and must be kept out of the aisle.

11. It is the responsibility of the parent/guardian to provide health information to school bus drivers. If your child has a **LIFE THREATENING MEDICAL CONDITION** that the bus driver should be aware of, please use the form available on the school web-site entitled "**Emergency Medication during Transport**". Return completed form to school with the when submitting an application for transportation.

12. **There is NO eating, drinking, or smoking on the school buses. Eating on the school bus poses a risk of choking and potentially endangers students with food allergies.** The bus must be kept neat without litter.

13. A pupil who pays a fee for transportation and whose riding privileges are suspended or revoked because of a violation of these rules **will not receive a fee refund.**

In cases where a pupil's conduct jeopardizes the safety and well being of other students, based upon the assessment of the driver or administration, that pupil may be immediately excluded from the bus. These rules also apply to field trip buses.