

SAN LORENZO UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATIONS

Students

AR 5131.1(a)

BUS CONDUCT

Because school bus passengers' behavior can directly affect their safety and the safety of others, the following regulations apply at all times when students are riding a school bus, including school activity trips.

A child is considered to be "on the bus" and under the supervision of the bus driver while actually on the bus, waiting for the bus or immediately after getting off the bus. All rules are designed for the safety of children. Violating any of the rules may result in a suspension of bus riding privileges.

SECTION "A" - CHILDREN SHALL:

- Stay seated in the bus seat at all times when on the school bus and not stand up to leave until the bus comes to a complete stop and the door is opened. Children shall leave one row at a time.
- Sit where they are instructed to by the bus driver.
- Never walk towards the bus while the bus is approaching their bus stop. Stay still until the bus door opens. Stay on the sidewalk and off other people's property.
- Keep their body out of the aisle and behind the seat back in front of them.
- Not yell or scream on the bus.
- Be respectful to others and obey the bus driver. Talking back to the bus driver will not be tolerated.
- Not eat food or drink liquids on the bus.
- Not throw anything inside of the bus or out of the bus windows.
- Not put their hands, arms or head outside of the windows of the bus.
- Not operate the windows unless they ask the bus driver.
- Not bring any animals, reptiles, insects or fish onto the bus. Children will not be allowed on the bus with any live objects. Only Guide, Service or Sight dogs are allowed on the bus.
- Get on and off the bus only at the bus stop assigned to them by the bus department.
- Be waiting in a line 5 minutes before the scheduled time for pick up.
- Not go onto private property to wait for the bus. This also includes parents.
- Not litter at the bus stop. This also includes parents.
- Never play in the streets while waiting for the bus or cross the street after getting off the bus. Children must tell the bus driver if they need to cross the street. Parents waiting to pick up their child from the bus stop should be on the same side of the street as the bus is parked. **Never call your child across the street from the bus stop.**
- Have their bus pass with them to ride the bus. Sharing bus passes is not allowed.
- The bus pass is the property of the District. It must be shown upon request. It must be surrendered to the bus driver or school official when requested.
- Not use a cell phone on the bus.

SECTION "B" - CHILDREN SHALL:

- Not cut or otherwise damage the seat coverings on the bus.
- Not make any marks with pencils, pens or other tools on any part of the bus.
- Not throw any solid objects on the bus.
- Not possess, consume or being under the influence of tobacco, alcohol or drugs
- Not possess matches or lighters on the bus or at school.

- Not hit or otherwise touch anyone in a harmful or sexual way while on the bus.
- Not make any verbal threats or comments that would be threatening or hurtful to any person

SECTION “C” - CHILDREN SHALL:

- NEVER possess a weapon of any kind on the bus or at any school campus – **Referral to District Security**
- NEVER threaten physical violence or make sexual suggestions to anyone.
- NEVER be in possession of or detonate any object containing gunpowder (**caps, firecrackers, etc.**) on the bus.
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SECTION “D” - PARENTS SHALL:

- NEVER make any verbal or physical threat to any staff member of the transportation department.

CONSEQUENCES FOR VIOLATING THE BUS RULES

- **SECTION “A” - violations will result in a conduct report warning. Three (3) reports in Section “A” will result in a minimum 3 day bus suspension. Four (4) reports will be a minimum 5 day bus suspension. Five (5) conduct reports within a school year will result in denial of bus service for the remainder of the school year**
- **SECTION “B” - violations will result in an immediate minimum 5 days bus suspension. A second violation in Section “B” will result in denial of bus service for the remainder of the school year.**
- **SECTION “C” - violations result in immediate denial of bus service for the remainder of the year.**
- **SECTION “D” - violations result in all of the parents’ children being denied bus services for the year.**

Bus drivers shall not deny transportation except as directed by the transportation supervisor, principal, or designee.

Video Camera Surveillance

The Superintendent or designee shall supervise the use and maintenance of video cameras. Students and staff shall not tamper or interfere with video camera equipment on school buses. The Superintendent or designee shall notify students, parents/ guardians and staff that video surveillance may occur on any school bus and that video recordings may be used in student disciplinary proceedings. This notification shall include a copy of the district's policy and regulation on bus conduct. In addition, a prominent notice shall be placed in each bus, stating that the bus is equipped with a video monitoring system. The Superintendent or designee shall routinely review videotapes taken on school buses and shall document any evidence of student misconduct.

Videotapes may be viewed by persons other than the Superintendent or designee under the following conditions:

1. When student misconduct is revealed as a result of a school bus videotape or reported to the Superintendent or designee by a student, staff member or parent/guardian,
2. Students involved in the incident and their parents/guardians may ask the Superintendent or designee for an opportunity to view the videotape.
 - a. Requests for viewing must be made within five school days of receiving notification that misconduct occurred.

- b. A viewing shall be provided or denied within five days of the request.
- c. Viewing will be limited to those frames containing the incident of misconduct.
- 3. Bus drivers and school administrators may ask to view a videotape in order to observe a specific problem and work toward its solution.
- 4. Viewing shall occur only at a school-related site and in the presence of the Superintendent or designee.
- 5. All persons who view a tape shall be identified in a written log.