

# TRANSPORTATION PROCEDURES

School bus transportation is a privilege and not a right and the bus driver is the sole authority on the bus while students are being transported.



## Pupil Management Regulations (ORC 3301-83-08)



1. Pupils shall arrive at the bus stop 10 minutes before the bus is scheduled to arrive.
2. Pupils must wait in a location clear of traffic 10 feet away from the bus stop.
3. Behavior at the school bus stop must not threaten life, limb, or damage property. Students are expected to conduct themselves in a proper manner at bus stops. The district will not enter into disputes involving parents and/or students concerning matters that take place prior to the student boarding the school bus or after the student has disembarked from the bus on his/her way home.
4. Students shall cross a road only when instructed to do so by the driver.
5. Pupils must go directly to an available or assigned seat.
6. Pupils must remain seated keeping aisles and exits clear, feet on the floor, and facing the front until the bus has completely stopped where you are to get off the bus.
7. Pupils must observe classroom conduct and obey the driver promptly and respectfully.
8. Pupils must not use profane, loud, vulgar, or unacceptable language. Whistling or excessive loud noises are prohibited. Students will be completely quiet as the bus approaches and crosses a railroad crossing.
9. Pupils must refrain from eating and drinking on the bus except as required for medical reasons.
10. Pupils must not have or use tobacco/tobacco products on the bus.
11. Pupils must not have alcohol or drugs in their possession on the bus except for approved prescription medication for a student.
12. Pupils must not throw or pass objects on, from, or into the bus.
13. Pupils may carry on the bus only objects that can be held in their laps. Transported toys, athletic equipment, musical instruments, etc. are not to be played with or used on the bus. Absolutely no live animals are allowed on the bus.
14. Pupils must board and/or depart the bus at locations to which they have been assigned.
15. Changes in bus stops will not be allowed via a note from a parent or student. Changes may be granted for emergency situations if ample notice is given to the Transportation Supervisor and there is space available.
16. Transportation must be consistent, five days a week - a.m. and/or p.m. (no 3 days here and 2 days there). Transportation is available to and from the home of residence and to state licensed day cares as long as the locations are outside of the walk boundary. All bus stop locations are decided upon by the Transportation Department. It is the responsibility of the parent to contact their day care provider when their transportation needs change.
17. Pupils must not put head or arms out of the bus windows.
18. Heavy objects, flammable fluids, glass jars, or aerosol cans are not permitted inside the school bus.

