

**COATESVILLE AREA SCHOOL DISTRICT  
CODE OF CONDUCT FOR STUDENTS RIDING THE BUS  
20011/2012 School Year**

**I. General Procedures**

School bus transportation is a privilege. It can be denied to any student who jeopardizes anyone, damages property or commits any offenses described in the Code of Student Conduct. **Parents will be expected to provide transportation for any pupil whose privileges have been suspended. Students who fail to attend school during bus suspension will be marked illegally absent.**

Generally, students must obey and cooperate with the bus driver, teachers, or any other persons assigned to supervise any part of the school transportation system. Assigned seats will be mandatory on each bus grades "K-8." Students will be required to sit in their assigned seat unless otherwise directed by the driver. A school administrator or school bus driver may also assign seats to any student in grades 9-12 and for any period of time.

**SCHOOL DISTRICT CODES OF STUDENT CONDUCT APPLY ON SCHOOL BUSES IN THE SAME WAY THEY APPLY IN SCHOOL BUILDINGS.**

The bus driver has the authority to discipline the pupils on his/her bus.

**II. SCHOOL PROCEDURES FOR MISCONDUCT**

The bus driver is expected to be in complete control of the bus and its passengers at all times. When serious misconduct occurs or when misconduct is repeated, the school bus driver is expected to report such action to the school principal or designee. Forms are provided to each bus for this purpose. The school principal will take whatever action he/she deems necessary to correct the situation. This action will be consistent with the school District's Code of Student Conduct. Parents will be advised by the building principal when reports of misconduct are made to the school office. The building principal and assistant principal are the only ones with the authority to suspend transportation privileges. Students will not be

assigned in-school suspension for reports of misconduct on a school bus.

A parent of a student, whose transportation privileges is suspended, must confer with the school administration before the privilege is restored.

Students will be removed from the school bus by the building principal if a bus must return to the school due to the student's involvement in an unsafe or uncontrollable situation. Parents will be notified immediately to pick up the student at the school.

**CONDUCT AT THE BUS STOP**

Students are expected to arrive at the school bus stop at least five minutes prior to pick-up time. They should wait off the street or roadway and conduct themselves in a responsible manner.

Students must wait on the opposite side of the street or road until the bus has stopped, engaged its flashing lights and stopped all traffic.

Students should never accept rides from strangers.

**PARENTS ARE RESPONSIBLE FOR STUDENTS AT THE BUS STOP**

**BEHAVIOR VIOLATIONS**

The following are examples of offenses which will result in suspension of transportation privileges and possibly other disciplinary action:

1. Fighting, as well as third party individuals provoking or instigating a fight
2. Assaulting fellow student
3. Smoking
4. Eating/drinking
5. Damaging property
6. Standing, walking, refusing to remain seated
7. Throwing items on or out of the vehicle
8. Hanging any body part out of the window
9. Excessive noise
10. Tampering with emergency doors
11. Profane or obscene language

12. Refusing to ride assigned vehicle or riding on an unassigned vehicle without permission
13. Boarding vehicle at unassigned stop
14. Leaving vehicle at unassigned stop
15. Discourteous behavior, refusing to obey the driver, teachers or other supervisory personnel
16. Threatening, harassing, bullying, teasing or intimidating the bus driver or other students on the bus
17. Refusing to sit in assigned seat
18. Actions detrimental to the effective operation of the school bus or vehicle
19. Any other violations of the elementary or secondary discipline code
20. Pursuant to Act 65 of 1998, a person who enters a school bus without prior authorization of the driver or a school official with intent to commit a crime or disrupt or interfere with the driver; a person who enters a school bus without prior authorization of the driver or a school official who refuses to disembark after being ordered to do so by the driver commits a misdemeanor of the third degree
21. Use of electronic devices, i.e. digital or cellular technology, electronic games, etc., is prohibited (CASD Policy No. 237).

#### **SUSPENSION OF TRANSPORTATION PRIVILEGE**

The following are general guidelines for suspension of privileges. The suggested disciplinary action may be modified in accordance with the mitigating or aggravated circumstances of any particular incident.

- A. The first offense will result in a written warning. Parent contract required.
- B. School administrator will suspend for three (3) days for second disciplinary offense. Parent conference is required. Bus driver may be present.
- C. School administrator has authority to suspend for one full week for third disciplinary offense. Parent conference required. Bus driver may be present.
- D. School administrator has authority to suspend for ten (10) days for the fourth (4<sup>th</sup>) disciplinary offense. Parent conference required. Bus driver may be present.

- E. School administrator has authority to suspend for one full month for fifth (5<sup>th</sup>) disciplinary offenses. Parent conferences required. Bus driver may be present.
- F. Referral will be made to the Student Discipline Committee of the Coatesville Area School Board for the six (6<sup>th</sup>) or subsequent disciplinary offense. The Student Discipline Committee has the authority to suspend the privileges for the entire year.

#### **LARGE ARTICLES ON BUSES**

The Pennsylvania Department of Transportation mandates, in 67 PA Code S171.58 that the interior of a school bus must be free of objects, which could cause injury. Objects must be secured, and the aisles and emergency exits open and free of blockage.

The following must be adhered to at all times:

1. Large band instruments or school project items are not permitted on the bus unless they can be held on the pupil's lap.
2. Items may not be placed under seats; they become projectiles upon impact.
3. Nothing can be carried on the bus that will endanger others, i.e., glass objects, ice skates, large metal objects, weapons, etc.
4. Animals are not permitted on the bus (with the exceptions of those used by disabled persons).
5. Nothing can be placed in the driver's compartment, doorway or aisle. In case of an accident, student must be able to exit out of windows and doors.

#### **RIDING BUSES OTHER THAN ASSIGNED**

Changes in bus assignment should be permitted only for urgent reasons such as:

- Medical services
- Family emergencies

Revised: 5/2010