

## PISD BUS RULES

The following rules will apply to student conduct on school transportation: The Board of Trustees of the Palestine ISD has adopted the following rules of conduct for students while being transported by buses owned and operated or controlled by the school district. Any violation of these rules will be reported by the bus driver to the Transportation office on a Bus Conduct Report form. The Transportation office will then contact the respective principal for corrective action.

1. Be at the bus stop on time. The driver cannot wait.
2. Stay off the road at all times while waiting for the bus. Do not destroy personal property, such as pulling flowers, breaking limbs, sitting on fences.
3. Form a single line at the bus stop. Wait until the bus comes to a complete stop before attempting to enter the bus. Do not stand in the street.
4. Bus riders are not permitted to move toward the bus at the school loading zone until the bus has been brought to a complete stop.
5. The driver is in full charge of the bus and students. Students must obey the driver.
6. Unnecessary conversation with the driver is prohibited. No student may engage in conversation with the driver while the bus is in motion except in emergencies or unusual situations.
7. Outside of ordinary conversation, classroom conduct and decorum is to be observed.
8. Students will refrain from using obscene or profane speech and indecent gestures, actions, or conduct while riding in the bus or prior to boarding or after leaving.
9. No student may use, or have in his/her possession, any alcoholic beverage or dangerous drugs while riding in the bus. The use of tobacco is prohibited.
10. Students must not throw paper or other objects out of the bus, on the floor, or on any student or the driver.
11. Students must not extend any part of their bodies, out of the bus windows, nor shall they touch or hang onto the bus before boarding or after leaving.
12. Students must not try to get on or off the bus or move about while bus is in motion.
13. Students must not write on or deface any part of the bus.
14. After the driver makes seating assignments, students must sit in their assigned seats each day. Students are responsible for any vandalism to that seat and area.
15. Drinks and food are not permitted on the bus unless they are part of a lunch.
16. The emergency door will be used only in emergencies.
17. Students are not to get off the bus at any other place except their regular stop or the school they attend. If a student needs to get off the bus at another location, **THEY MUST HAVE A STUDENT PASS FROM THEIR SCHOOL.**
18. When exiting the bus and crossing the road:
  - Walk in front of the bus and at least 10 feet ahead of it.
  - Wait until the driver motions for you to cross the road.
  - Help smaller children to cross the road safely.
19. Upon exiting the bus, when your stop is on the right side of the road, go directly to the sidewalk or get off the road quickly so the driver can see you. Do not walk down the side of the bus or slap at the bus with your hand. **The above rules and regulations apply to any trip under school sponsorship. Students are to obey the appointed chaperone at all times.**

### **Disciplinary Action for Misconduct of Bus**

**First Violation:** A verbal warning by the bus driver and a Bus Conduct Report sent to the principal and parent notification.

**Second Violation:** Bus Conduct Report sent to principal for corrective action to include: discussion of offense, corrective behavior needed, and parent notification.

**Third Violation:** Bus Conduct Report sent to the principal, automatic 3-day suspension from the bus and parent notification by the principal or assistant principal.

**Fourth Violation:** Bus Conduct Report sent to the principal, automatic 10-day suspension from the bus and parent notification by the principal or assistant principal.

**Fifth Violation:** Bus Conduct Report sent to principal, automatic semester suspension from the bus. Should violation occur within 10 days of end of the first (1st) semester, suspension will be extended through the second week of second semester. Principal or assistant principal notifies parent of suspension.

**Sixth Violation:** Bus Conduct Report sent to the principal, automatic full semester suspension from the bus. Principal or assistant principal notifies parent of suspension.