

### STUDENT CONDUCT ON SCHOOL BUS

The School District of Brodhead recognizes that school bus transportation is a privilege, not a right. The responsibility for students using school busses rests with the parents/guardians until the students actually board the bus for school, and after the students get off the bus on a return trip.

Rules governing the bus-riding privilege are based in the following principles:

1. Misbehavior of any kind will not be tolerated.
2. Pupils who misbehave can be denied the privilege of riding the bus.
3. Pupils shall obey the bus driver promptly and at all times. Refusal to obey the bus driver shall be sufficient reasoning for being denied transportation service.
4. Each school principal is delegated the responsibility for the discipline of the pupils from the time they board the bus until they leave the bus. The principals are also responsible for such other areas as outlined.

#### Bus Rules

1. Bus riders shall conform to the same standards of conduct and cleanliness that are expected of them at school.
  2. Riders are expected to obey the bus driver promptly.
  3. Riders must remain seated while the bus is in motion.
  4. Riders shall not extend head or limbs out of a window at anytime or throw anything out of a window.
  5. Riders are expected to be on time at the designated bus stop. The bus will come to a complete stop, but will not wait.
  6. Horseplay will not be permitted around or on the bus.
  7. Profane or indecent language will not be tolerated from any student. Talking back to driver will not be allowed.
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8. The driver has the authority to assign seats.
9. Animals or pets are not permitted on the bus, unless it is a District approved service animal.
10. Drug/tobacco use/possession is not permitted on the bus.
11. There must be absolute quiet at the railroad tracks.
12. The emergency door shall not be used except in cases of emergency or during evacuation safety drills.
13. Riders must keep the aisle clear at all times. This includes book bags, instruments, and feet. Students are to sit in the seats facing forward with their feet under their seat.

### Discipline Procedures

1. To handle cases of bus conduct, the following procedures will be used:
  - a. For minor offenses, on the bus, the driver may talk with the student about the problem, move the student to a different seat, and/or assign the student to a different seat.
  - b. Depending on the severity of the problem the driver may or may not fill out a bus conduct report. The driver (or contractor) will discuss this report with the principal (or his/her designee) within one working day of the offense. The bus conduct report shall state the date of the offense, student's name, specific information about the offense committed, driver's signature and bus route number.
2. Violations of rules shall be reported to the principal and the contractor, and shall be treated as follows:

FIRST OFFENSE - the school principal or designee will inform the student and parent/guardian of the offense, and discuss disciplinary measures necessary to correct the situation. The severity of the violation may necessitate the immediate application of penalties set forth in the second or third step.

SECOND OFFENSE - the school principal or designee will send written warning to parent/guardian and student of the offense, and the student will be denied transportation for up to at least one day and a maximum of five (5) days.

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THIRD OFFENSE/and OTHERS - the school principal or designee will inform parent/guardian of the offense and the student will be denied transportation for five (5) to (10) consecutive days.

Severe and/or chronic referrals may result in removal from the bus for lengthier time periods, up to and including the remainder of the semester or school year.

3. Parents or guardians and students should be aware that in any of the above action, they have the right of due process. The student may not ride until due process is settled.
4. No pupil shall be put off the school bus except at school or at a designated bus stop. The driver may not put students off the bus at school unless authorized by the building principal or designee.
5. A school administrator or bus driver has the authority to assign riders to designated seats.
6. Property damage to the school bus will be paid by the individual(s) causing the damage. This includes seats or broken windows.

LEGAL REF: WI. ST. 120.13 (1)

Adopted: \_\_\_\_\_  
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