

SCHOOL BUS SAFETY AND DISCIPLINE

BOARD POLICY

It shall be the policy of the Board of Trustees to follow the Rules and Regulations of Idaho Code and the Department of Transportation's "The Omnibus Transportation Employee Testing Act of 1991" in the transporting of students in Shelley School District. Each year, in the regular August board meeting, the board shall review and vote on all requests for new safety busing locations.

SAFETY BUSING

Safety busing is the routing of buses to transport students who live less than one and one-half miles from school. The district may transport any student a lesser distance than one and a half miles from the student's appropriate school when, in the Board's judgment, the age, health or safety of the pupil warrants transportation. The district shall provide a procedure for evaluating and rating all safety busing requests and shall have on file a completed measuring or rating instrument for all submitted requests. At intervals of at least every three years, the District Transportation Supervisor will chair a committee to re-evaluate and recommend all safety-busing sites to the District Safety Committee for its approval. The board must approve all safety busing reimbursement requests and annually affirm that conditions of all prior approved safety busing requests are unchanged. Routes, stops, and bus schedules will be established with student safety and efficiency of operation as priority factors.

BUS INSPECTIONS

The school buses will be maintained and operated according to state guidelines and regulations. The district shall provide for an annual inspection of all school buses of not more than twelve (12) months, and at intervals of not more than sixty (60) days during each school year, the district shall cause inspection to be made of all district school buses.

BUS SAFETY

Each school-loading zone will be supervised by adult monitors to provide safe bus loading and unloading. The bus drivers will be responsible for the supervision of students, according to the guidelines outlined by the Administrative Council, while students are enroute, embarking or disembarking from the driver's respective bus.

The district shall provide emergency training and periodic evacuation drills for students in accordance with National Highway Safety Program Guideline 17. Documentation of all evacuation drills shall be maintained for a period of three years by the school district.

In order to further protect the student's safety, all CDL license holders are subject to drug/alcohol testing according to the "1991 Omnibus Transportation Act". Following the initial pre-employment

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testing of all new drivers, bus drivers will be randomly tested for drugs and alcohol. Drivers refusing to take the test or who test positive will be denied employment or immediately dismissed.

UNAUTHORIZED SCHOOL BUS ENTRY

The district will affix notices approved by the State Department of Education on or near the school bus doors to warn individuals against unauthorized school bus entry. A person is guilty of a misdemeanor if that person:

- 1) Enters a school bus with the intent to commit a crime;
- 2) Enters a school bus and disrupts or interferes with the driver; or
- 3) Enters a school bus and refuses to disembark after being ordered to do so by the driver.

DENIAL OF TRANSPORTATION

Students will be expected to load, ride and unload in a safe and courteous manner. Any student who is deemed to be disruptive or a hazard by the bus driver or a loading zone monitor may be deprived of bus riding privileges by the building administrator similar to the steps outlined in the District Discipline Policy for disruptive conduct. Any student having such privileges removed will meet with the building principal and the principal will notify the student's parents.

Riding a school bus is a privilege that each student should protect by following the policies and procedures of the Shelley School District #60. The Board of Trustees may deny transportation to any student on any school bus, upon good cause being given, in writing, to the parents or guardian of the students. In such an event, the student shall have the right to "due process."

Legal Reference: Idaho Code Section 18-522, 33-1006 (4a,b), and 33-1501, 33-1502, 1506, 1508, 1509

GUIDELINES FOR SAFETY BUSING

The following guidelines are suggested when reviewing and evaluating "Safety Busing" applications and the "Measuring Instrument for Walking Students". New safety-busing sites shall be reviewed with this guideline, and all safety busing sites shall be re-evaluated at intervals of at least every three years by a committee chaired by the District Transportation Supervisor. This committee shall report its recommendations to the District Safety Committee for approval before bringing their findings to the board of trustees prior to or at their August public school board meeting.

In order to qualify for reimbursement, the district will, by official board motion, approve the initial safety-busing request and allow the students in question to be transported before the application is sent to the state. Consideration for reimbursement will be contingent on the application for new safety busing being received by the State Department of Education Transportation Section on or before March 31 of the school year in which the safety busing is evaluated.

- 1) Width of the shoulder of the road. Children should not be expected to walk upon the traffic lanes of a highway. The speed, number and type of vehicles traveling any of the roadways would indicate that traffic lanes are unsafe for pedestrians. Shoulder width on each side of the roadway should be at least three (3) feet and should be maintained free of snow and other obstructions.
- 2) Traffic count. There are usually more vehicles using main highways than using secondary roads. However, a traffic count can be misleading because of variations at different times of the day. Motorists hurrying to and from work during rush hours, which coincide with school hours, present a hazard to children. Traffic counts should be taken during times students would be required to travel the area in question.
- 3) Lack of crossing guards. Some districts provide school crossing guards at busy intersections; others provide no extra protection for youthful pedestrians.
- 4) Lack of law enforcement. Posted speed limits are often ignored unless adequate enforcement is provided. This can be hazardous to schoolchildren.
- 5) Ages of children. While certain conditions present a degree of hazard to people of all ages, older students can be expected to accept more responsibility and exercise better judgment than younger students.
- 6) Railroad crossings. Moving trains as well as trains stopped at crossings present hazards to young people on their way to school.
- 7) Nature of traffic. A concentration of heavy truck traffic increases the hazards of any road. Areas near large manufacturing plants or office buildings experience heavy traffic when work shifts change.

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- 8) Inadequate pedestrian safeguards near school areas. Shortly before the start and close of the school day large numbers of vehicles converge on the school presenting extra hazards to children who must walk.
- 9) Temporary hazards. Construction projects, street repairs, excavations, and similar projects present additional problems and temptations to children walking to and from school.
- 10) Child molesters. Where children must walk through parks and other secluded areas, child molesters may present a hazard. However, this category is difficult, if not impossible to assess.
- 11) Inadequate protection around waterways. Where children must walk along or across ditches, creeks, rivers, etc. without adequate protection, hazardous situations and temptations to children are present, causing unsafe conditions. Length of required exposure should be factored into assessment. Walking past versus walking along open waterways present very different hazards.
- 12) *All areas shall be evaluated and scored using these guidelines and the Measuring Instrument for Walking Students.* Any area scoring below 50 will not qualify for safety busing; however, the final decision to service students in any area scoring below the minimum, shall rest with the board of trustees.
- 13) The objective of the measuring instrument and the related scoring element is to determine an appropriate "cut off" for safety busing purposes when the scoring element used indicates hazards that are "reasonable" for students to encounter during their walk to and from school. The philosophy for this recommendation is based on the assumption that all students must encounter "some hazards" during the course of their travel from home to school. The intent of the objective measuring instrument is to prioritize and/or weigh hazards.
- 14) It is recommended that each building evaluate and implement a pedestrian safety program. This program should teach students of all ages how to deal with hazards, to use existing pedestrian facilities, and follow safe walking practices. This should be a continuing program with positive reinforcement throughout the school year.
- 15) The district will upgrade their school zones as changing hazards suggest employing crossing guards, installing signing, and upgrading pavement markings where appropriate.
- 16) Each school shall create or update a school route plan to provide for an orderly review of the school area traffic control needs. The plan should consist of a simple map showing streets accessing the school, existing traffic controls, established school routes, and crossings. The number of school crossings should be limited to the fewest possible required to safely accommodate the demand.

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RULES

Riding a school bus is a privilege, not a right. In order for the District to provide safe transportation, the rules of student bus conduct shall include but not be limited to the following:

- 1) The bus driver is in full charge of all persons riding on the bus and has the same status and authority as a teacher insofar as discipline is concerned. Pupils shall obey the directions of the bus driver promptly and courteously.
- 2) Pupils shall board and leave the bus at their established stop, except when they have a request signed by their parent/guardian to board or leave from another established stop. Pupils shall ride their assigned bus unless reassigned by the respective school principal/designee.
- 3) Pupils shall observe safe pedestrian practices while walking to and from the bus stop. Students shall arrive at their designated bus stop before the bus is scheduled to arrive. The bus will not honk and will not wait. Once a bus starts to move, students must not chase after it. Pupils shall wait in an orderly manner and shall respect private and public property while waiting at the bus stop.
- 4) After the bus has come to a complete stop, pupils shall enter the bus, go directly to an available or assigned seat, and remain seated until the bus stops to unload pupils.
- 5) If it is necessary for pupils to cross the road before boarding or after leaving the bus, the pupil must wait fifteen (15) feet in front of the bus until an "all clear" signal is given by the driver, then cross carefully.
- 6) Pupils shall talk quietly and avoid loud noises on the bus. Riders shall avoid unnecessary conversations with the driver while the bus is moving. Absolute silence is required when the bus stops at a railroad crossing.
- 7) Students shall not be allowed to swear, use obscene language or gestures, or mistreat other students.
- 8) Students shall not be allowed to roughhouse, fight, or harass other passengers on the bus.
- 9) Students shall help the bus driver maintain the interior and exterior of the bus in good order; vandalism will not be tolerated.
- 10) Pupils shall not tamper with emergency doors or equipment.
- 11) Pupils must keep all parts of their body (hands, arms, feet, head, etc.) inside the bus at all times. No materials are to be thrown inside the bus, from the bus, or into the bus.
- 12) Eating or drinking is not allowed on the bus, except when unusual circumstances exist and prior approval is given by school transportation personnel.
- 13) School district policies and procedures pertaining to drugs, alcohol, tobacco, controlled substances and weapons are in effect at the bus stop and on the bus.
- 14) Breakable containers, hazardous materials, cigarette lighters, matches, or animals (other than assistive animals) are not permitted on any school bus. Any items carried on the bus must be small enough to be held on the lap of the student.

DISCIPLINE AND NONCOMPLIANCE

The bus is considered an extension of the classroom and bus drivers and principals have the authority to discipline students. Discipline for violation of this policy/procedure may involve, up to and including, suspension and/or forfeiture of transportation privileges.

- 1) The driver will give the student a verbal warning. If the warning does not resolve the problem, the driver will issue a misconduct report. A copy of all misconduct reports will be sent to the student's parent/guardian, which must be signed and returned to the driver.
- 2) Upon issuance of a second misconduct report, the student will conference with the principal/designee and receive an appropriate consequence which may include suspension of riding privileges for up to three days.
- 3) A third misconduct report will result in an automatic suspension of riding privileges for up to five days.
- 4) The issuance of a fourth misconduct report may result in the loss of riding privileges for the remainder of the school year.

Automatic Two-Day Suspension from all Transportation for the following:

- 1) Opening or playing with the emergency door.
- 2) Throwing objects at the driver or other students.
- 3) Roughhousing, fighting, or harassing others on the bus.
- 4) Chasing after the bus when it has started to move at the bus island.
- 5) Using obscene language or gestures at the drivers or others.

PLEASE READ THESE RULES AND CONSEQUENCES WITH YOUR CHILDREN.
SIGN THE ATTACHED FORM AND RETURN IT TO THE BUS DRIVER WITHIN FIVE DAYS

Policy Number _____ 502.50

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Date of Adoption _____ no date

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RIDERSHIP RULES AND REGULATIONS AGREEMENT

We understand that the ridership rules are necessary to assure safety on the bus and will cooperate with the school bus driver and school authorities.

(Only one form is required if your students all ride the same bus. If your children ride different buses, please fill out a form for each* bus driver that picks up your child from home. Even young children can participate and make a commitment to be a safe rider.

_____	_____	_____
Bus Number		Date
_____	_____	_____
Student's Name	School	Student Signature
_____	_____	_____
Student's Name	School	Student Signature
_____	_____	_____
Student's Name	School	Student Signature
_____	_____	_____
Student's Name	School	Student Signature
_____	_____	_____
Student's Name	School	Student Signature

_____ Home Address

_____ City, State, ZIP

_____ Parent Name (Print)

_____ Parent Signature

_____ Home Phone

_____ Work Phone

**Failure to return this form within five school days may result in suspension of bus riding privileges until the form is returned to the driver.*