



## Prescott Valley School

### Transportation Rules & Student Conduct Agreement

Each student who rides the PVS bus is entitled to a safe and comfortable trip to and from school. Riding the PVS Bus is a privilege granted to students under conditions set forth by the Prescott Valley School Board.

#### **All students who ride PVS school buses are expected to:**

- Arrive at the bus stop at least 5 minutes early.
- Never walk in the road.
- While at the bus stop students should stand a minimum of ten feet from the roadway.
- Students shall not engage in horseplay or other dangerous activities while waiting.
- When the bus arrives do not attempt to board until the doors are open.
- Board and de-board the bus in a calm and orderly fashion. Not pushing or crowding.
- Students are expected to sit in their assigned seats at all times while riding the bus.
- Remain seated until the bus doors are open
- Maintain positive control of all personal belongings while on board the school bus.
- Keep the bus aisle completely clear of personal items or parts of one's body.
- Never put (hands, arms, legs, feet, head, etc.) or, throw anything out a bus window.
- No profane language or gestures.
- No smoking.
- No Skateboards.
- No destruction of property (Bus or that of other riders).
- Never throw anything while inside of the bus for any reason.
- Always use the trash can.
- Never eat, drink, spit or chew gum on the bus.
- Use only plastic containers to transport food and drink to or from school. Glass is not permitted.
- Never bring a weapon of any kind onto a school bus.
- Cell phones are not allowed unless to listen to music with head phones in use.
- Photography of any kind is not allowed.
- Do not bring insects, reptiles, or other animals onto the bus.
- Always bring a note from a parent/guardian when going somewhere other than your regular bus stop.
- Follow the instructions given by the bus driver promptly.
- Conduct yourself as though you were in the classroom.
- Always cross the road safely by:
  - Never crossing the road behind the bus.
  - Take ten steps past the front of the bus and wait for the driver to signal you to cross.
  - Always look both ways before and while crossing the street.
  - Walk quickly while crossing the street but don't run.

## **Discipline procedures:**

All situations requiring a bus driver to repeatedly divert his/her attention from the task of driving to monitor student behavior present an immediate, and direct safety threat to all passengers on board as well as the public at large. As such, all students who repeatedly require driver attention will be subject to the following discipline process:

- Step 1: Students will be given a minimum of two opportunities to correct their own behavior via verbal direction from the driver.
- Step 2: If, after verbal warnings a student continues to behave in a distracting manner the bus driver will complete a bus conduct report (sometimes referred to as a “bus ticket”). Here the driver will describe the student’s conduct and any additional measures taken to correct the student; such as moving him/her to another seat, etc.
- Step 3: The bus driver will give one copy of the bus conduct report to the student (who is encouraged to take it home to his/her parents) and the other will be turned into the Transportation office. Parents will also be called to ensure communication of behavior is noted.
- Step 4: The PVS Transportation office will file each report by route and a tally will be kept for each student’s offenses. Once a student has received a total of three bus conduct reports he/she will be automatically suspended for a minimum of three days beginning on the day following communication with the primary contact listed on the student’s registration form. Upon the completion of a bus suspension the student’s conduct report count will continue and each additional offense will be dealt with as needed.

Since all scenarios requiring discipline cannot be predicted or accounted for, the PVS Transportation Department will handle all student conduct on a case by case basis, conferencing with parents/guardians and school administrators where necessary. Gross violations of safety procedures and/or violent acts may require immediate action on the part of the driver and he/she may, in lieu of a Bus Conduct Report, submit a referral to administration. Referrals to administration for bus safety violations will result in suspension of transportation services ranging from 5 days to the rest of the school year.

Students found to be riding, or attempting to ride, a bus while a bus suspension is active, shall have their riding privileges revoked for the remainder of the year. Revocation of bus privileges for any reason shall include all PVS buses, even those used for field trips.

I have read and agree to follow the above rules, and I understand that failing to do so will result in disciplinary action that may include a revocation of Transportation privileges.

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Student Signature

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Parent/Guardian Signature

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Student Name Print

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Parent/Guardian Name Print

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Student Grade Level