

## Transportation Student Code of Conduct

We are pleased to provide bus transportation to and from school, and extra curricular activities as a service to the students of Yale Public Schools. The safety of all passengers as well as the driver is the most important consideration concerning student ridership. In order to accomplish this we ask for your utmost cooperation. Any conduct that distracts the driver's attention from the road threatens the safety of everyone on the bus. It is imperative that all students conduct themselves in the best possible manner when loading/unloading and riding a school bus.

The bus driver is responsible for the bus and has the authority to control passenger conduct. All students will be assigned a seat while on the bus. If a student fails to obey the "Transportation Student Code of Conduct the driver will then initiate disciplinary action. In most incidents this may begin by verbally requesting a change in behavior, change in seating and a phone call to a parent/guardian. If this is not successful, the driver will then complete a written disciplinary form, again the parent/guardian will receive a phone call from the transportation director/designee that a problem has occurred. If suspension is issued a loss of bus privileges will occur; it will be the responsibility of the parent/guardian to provide transportation to school during the suspension from transportation. **Note: Depending on the severity of the incident the student may be suspended on the first violation and also from school.**

If violations occur, the bus driver may administer discipline which shall be progressive. In order to achieve safe transportation, it is important students, parents, drivers, and staff work together to promote orderly behavior and safe conditions while on or around the school bus.

### Violations to the School Bus Code of Conduct Shall be Progressive

The driver shall attempt to achieve cooperation through verbal warnings (this may include changing assigned seats, etc.). If there is no change in student behavior after verbal warning(s), or if the behavior threatens the safety of others or that of the driver, the bus driver will move to a formal written warning (bus write-up) which may result in suspension of transportation privileges.

- **First Written Violation** – A written warning will be given to the student by the bus driver or transportation director. The student in turn will be required to have their parent sign the warning verifying they have received it. A copy of the warning will be sent to the building principal by the transportation department alerting them an incident has occurred. The signed notice from the parents/guardian must be returned to either the driver or transportation department the following day or bus privileges may be suspended.
- **Second Written Violation Including Suspension (1 day suspension K-5) (5 days suspension 6-12)** – The transportation department will initiate direct contact with the parents/guardian in regards to the violation and suspension. The write up will be given to the student by the bus driver or transportation director. The student in turn will be required to have their parent sign the warning verifying they have received it. A copy of the write up will be sent to the building principal by the transportation department alerting them an incident has occurred and suspension was issued. The signed notice from the parents/guardian must be returned to either the driver or transportation department on/or before the return date for student to be allowed back on the bus following the suspension.
- **Third Written Violation Including Suspension (3 days suspension K-5) (5 days suspension 6-12)** – The transportation department will initiate direct contact with the parents/guardian in regards to the violation and suspension. The write up will be given to the student by the bus driver or transportation director. The student in turn will be required to have their parent sign the warning

verifying they have received it. A copy of the write up will be sent to the building principal by the transportation department alerting them an incident has occurred and suspension was issued. The signed notice from the parents/guardian must be returned to either the driver or transportation department on/or before the return date for the student to be allowed back on the bus following the suspension.

- **Fourth Written Violation Including Suspension (5 day suspension K-5) (10 days suspension 6-12) –** The transportation department will initiate direct contact with the parents/guardian in regards to the violation and suspension. A meeting may be scheduled to include a behavioral contract with student/parents/guardian/bus driver/transportation director. The write up will be given to the student by the bus driver or transportation director. The student in turn will be required to have their parent sign the warning verifying they have received it. A copy of the write up will be sent to the building principal by the transportation department alerting them an incident has occurred and suspension was issued. The signed notice from the parents/guardian must be returned to either the driver or transportation department on/or before the return date for the student to be allowed back on the bus following the suspension.
- **Fifth Written Violation Including Suspension (10 day suspension w/behavioral contract K-12))**-A Written Warning will be given to the student by the driver or transportation director. The transportation department will also initiate direct contact with the parents/guardian to schedule a meeting to initiate a behavioral contract. A copy will be sent to the student's Parents/Guardian and building principal notifying them of the incident. The transportation department will also initiate direct contact with the parents/guardian.
- **Sixth Written Violation Including Suspension (Revoke all Transportation Privileges K-12)**-A Written Warning will be given to the student by a transportation driver or administrator. A copy will be sent to the student's Parents/Guardian and building principal notifying them of the incident. The transportation department will also initiate direct contact with the parents/guardian.
- **Behaviors that proceed Warnings and result in automatic Suspensions**- Destruction of school property or damage of any kind to the school bus will result in suspension including monetary fines. If a student is caught vaping, smoking, using alcohol, fighting or creates a serious distraction to the bus driver that puts immediate danger to either the driver or surrounding students will be suspended for any number of days depending on the seriousness of the violation. The transportation department will initiate direct contact with the parents/guardian in regards to the violations and suspension. A copy of the write up will be sent to the building principal by the transportation department alerting them an incident has occurred and suspension was issued. The signed notice from the parents/ guardian must be returned to either the driver or transportation department on/or before the return date for the student to be allowed back on the bus following suspension.