



BOARD OF EDUCATION
School District No. 57
2100 Ferry Avenue
Prince George, B.C. V2L 4R5
(250) 561-6800

POLICY

5131.1

BUS CONDUCT

APPROVED: 1978.06.20

REVISED: 1993.06.01
1999.01.26
2001.06.05
2002.11.26
2003.05.27
2016.05.31

POLICY

While being transported for extra-curricular travel, co-curricular travel, curricular travel or travel to and from school, students shall conform to the school district's Code of Conduct for Bus Students.

Responsibility Centre: Secretary-Treasurer
References: *School Act*, Sections 6 and 85
Policy 5131 District Code of Student Conduct

BUS CONDUCT

PREAMBLE

Students must follow the established school and district codes of conduct while being transported under the jurisdiction of the school district.

Approved: 1978.06.20



BUS CONDUCT**REGULATIONS:**

1. Students shall abide by the district's Code of Conduct for Bus Students. A copy of the code will be given annually to all students who travel on school buses. A copy of the code shall be available on each bus and will be reviewed by the driver with the students at the beginning of each school year.
2. The bus driver is responsible for the discipline of students while the students are loading, unloading and in the school bus.
 - 2.1 The bus driver, through the Transportation Administrator, may suspend a student from future travel to and from school. The principal of the school will be advised of all bus conduct suspensions.
 - 2.2 Students suspended for bus misconduct are expected to attend school.
 - 2.3 Discipline processes will be reviewed annually by the Transportation Administrator and the bus contractor.
3. A full recovery of costs will be undertaken when students vandalize a bus or district property while en route, loading or unloading.
4. Persons wishing to appeal a decision made by an employee of the Board under this policy should refer to Bylaw No. 4, Appeals to the Board.

Approved: 1978.06.20

Revised: 1993.06.01, 2002.11.26, 2016.05.31



BUS CONDUCT**ADMINISTRATIVE PROCEDURES:**

1. Bus drivers will advise students of the Code of Conduct for Bus Students (see Appendix) and disciplinary procedures at the beginning of each school year and as required during the year. Bus rules will be posted on all buses.
2. Generally, the regular bus suspension policy will be followed as outlined in the district's transportation information brochure and school bus suspension notice:
 - 2.1 First offence: one oral warning;
 - 2.2 Second offence: one written warning;
 - 2.3 Third offence: bus suspension for two school days;
 - 2.4 Fourth offence: bus suspension for five school days;
 - 2.5 Additional offences: undetermined bus suspension.
3. Normally, the driver will issue a suspension at the time of the incident or before the student disembarks from the bus.
4. Students who have been notified of their suspension from the bus are not to be refused entry to or expelled from a bus until the day following notice of suspension has been received by them. However, in extreme circumstances, where student safety or damage to the bus is involved, the bus driver has ultimate responsibility for the safety of the students and has the authority to refuse any student access to the bus.
5. When a written warning has been issued, the Transportation Administrator will contact the parents in writing, outlining the bus code of conduct and suspension procedures.
6. Indefinite suspensions may also be issued without following the regular suspension process as a result of a serious infraction such as:
 - 6.1 Striking another student or the driver;
 - 6.2 Flagrant disregard for the bus driver;
 - 6.3 Fighting;
 - 6.4 Willful damage to the bus;
 - 6.5 Possession of drugs, alcohol or weapons on the bus;
 - 6.6 Any behaviour that places the safety of the driver and other passengers at risk.



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7. Indefinite suspensions require an interview with the parent(s), student, the Transportation Administrator and a representative of the bus contractor as requested by the Transportation Administrator to review the incident and to determine the duration of the suspension, before a student can be reinstated on the bus.
8. An appeal of a suspension of more than two days should be made within five days of the suspension notice date to the Transportation Administrator, who, in consultation with the contractor and the school principal, shall decide on the merits of the case.
9. In the event that students cause the bus to become unsafe due to their behavior, or if there is a suspicion or confirmation of drugs or alcohol consumption, the bus may be returned to the school of origin and students may be dropped off in the care of a school district administrator.
10. Behaviour strategies that may be used by a driver before the suspension process is begun include:
 - 10.1 Discussion with a school administrator and parents;
 - 10.2 Seat assignments;
 - 10.3 Oral warnings to the student;
 - 10.4 Private discussion between driver and student;
 - 10.5 Contractor and school district reserving the right to reassign a student to an alternate bus.
11. The objective of the district is to provide safe transportation for students. Every opportunity is taken to educate students of the Code of Conduct for Bus Students and the consequences of inappropriate behaviour.

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SCHOOL DISTRICT NO. 57 (PRINCE GEORGE)

CODE OF CONDUCT FOR BUS STUDENTS

The Transportation Department of School District No. 57 (Prince George) is committed to school transportation that respects three core values: SAFETY, RESPECT and RESPONSIBILITY.

1. Students must:
 - (a) Follow the driver's directions the FIRST time they are given.
 - (b) Keep their hands, feet and objects to themselves.
 - (c) Stay in their seats unless directed to do otherwise.
 - (d) Talk quietly, using only appropriate language.
 - (e) Be at the bus stop five minutes before scheduled leave time.
 - (f) Not eat or drink on the bus.
 - (g) Not bully or intimidate others.
 - (h) Not smoke, take drugs or alcohol on the bus or at the bus stop.
2. Non-registered riders MUST provide a note from their parent/guardian, signed by the school principal or designate, in order to ride on a school bus.
3. Students wanting to disembark at a stop other than their designated stop must provide a permission slip, signed by the school principal or designate.

Student behaviour that contravenes these values or whose actions distract the driver, cause or have the potential to cause harm or discomfort to themselves or others, is subject to disciplinary action, which includes the following:

1. Verbal warning from the bus driver (initially, in routine situations).
2. Issue of a School Bus Conduct Notice:
 - (a) One written warning (bus privileges suspended until notice signed by parent and returned by student to the bus driver).
 - (b) Suspension of bus privileges for two school days.
 - (c) Suspension of bus privileges for five school days.
 - (d) Service suspended for an undetermined length of time (issued for repeated offences or for striking another person, fighting, vandalism, spitting, throwing objects out bus windows, lighting matches or other flammable objects, possession/use of laser pointer, unauthorized use of emergency equipment, unauthorized exit through rear emergency door and other serious contraventions of the bus rules.). When a student receives this type of suspension, parents are required to arrange an interview with transportation staff. The length of the suspension period will be determined during the interview. Please phone 561-6802 to arrange appointments.

