



TRENTON CHRISTIAN SCHOOL

TRANSPORTATION POLICY

1. Bus Conduct and Safety Rules
 - a. Students will
 - Wait for the bus to stop before approaching in single file.
 - Proceed quickly to their seats.
 - Remain seated and behave in a good and acceptable manner.
 - b. Students will not
 - Smoke, chew gum, consumes candy, food, or beverages on the bus.
 - Open bus windows without permission.
 - Throw anything out of bus windows.
 - Yell at anyone from bus windows.
 - Put head, hands, or arms out of bus windows.
 - Litter on the bus.
 - Tamper with bus or equipment.
 - Fight, scuffle or swear.
2. Students will - Debus quickly and quietly at school, one row at a time.
3. Students will - Obey all rules and instructions of the bus driver. Violations will be recorded by the Bus Driver who will initial them and pass them to the applicable school authority.
4. Report of misconduct on bus (To be handed to office of school to which student is being transported.)

STUDENT NAME: _____ **ROUTE #** _____ **DATE:** _____

This student has not been following the rules of behaviour while being transported on my bus.

MORE SPECIFICALLY THE FOLLOWING RULE(S) WERE BROKEN:

1. Previous to Loading

<input type="checkbox"/> being late for bus	<input type="checkbox"/> waiting in a safe manner
<input type="checkbox"/> waiting till bus is stopped before approaching	<input type="checkbox"/> approaching bus carefully
2. While on Bus

<input type="checkbox"/> Remaining seated	<input type="checkbox"/> eating on the bus
<input type="checkbox"/> staying in seat assigned	<input type="checkbox"/> smoking
<input type="checkbox"/> keeping arms, head, etc., in bus	<input type="checkbox"/> throwing something out windows
<input type="checkbox"/> fighting, scuffling, swearing	<input type="checkbox"/> keeping aisles clear
<input type="checkbox"/> tampering with bus or equipment	<input type="checkbox"/> courteous to other pupils and driver
3. After Leaving the Bus

<input type="checkbox"/> Crossing road properly	<input type="checkbox"/> obeying driver's instructions
---	--

Driver Signature

Parent/Guardian Signature

Bus Discipline Procedures

Step 1 - Student warning by bus driver.

If no improvement.

Step 2 - Student warning by bus driver and notification to school office using a Student Behaviour Report. Student warning by school office and call home.

If no improvement.

Step 3 - Student warning by school office. Notification to parent(s) or guardian(s) and Transportation Committee.

If no improvement Transportation Committee & Parents Meet.

Step 4 - Parents notified and requested to meet with Transportation Committee. They are informed that a third referral will culminate in an automatic one day suspension from the bus.

Step 5 - Temporary suspension of bus riding privileges by office. Notification of student, parent(s) or guardian(s), driver of school owned bus, contractor, Transportation Committee Chairperson and the Board President by letter.

Step 6 - Suspension of privileges by school office. Notification of student, parent(s) or guardian(s), bus driver, contractor, Transportation Committee Chairperson and the Board President. This suspension will continue until a satisfactory understanding has been reached with all concerned.

Step # _____

Date: _____

*Please Note: If a serious situation or incident takes place, the principal may skip/jump steps to ensure safety of the students and bus driver.