

BUS RULES

Dear Parent or Guardian:

The Lakeside Union School District Governing Board has adopted rules and regulations to ensure all pupils who ride the district buses practice safe transportation. Following is a list of the more common practices that could result in injury or harm to pupils or the bus; therefore, these are violations for which a citation may be issued. The parent or guardian will be held responsible for the cost of the repair or replacement of any damage to district property, plus any reward offered for information leading to the identification of the pupil or person that caused the damage. It is necessary for you to discuss these rules and responsibilities with your student passengers that they may cooperate in providing a safe ride for all.

****Students must carry their bus pass morning and afternoon on a daily basis. A lost pass needs to be replaced.**

Students may be denied transportation for the following reasons:

1. Any unacceptable bus stop procedures (not lining up, rock throwing, playing in streets, any property damage at bus stops, etc.)
2. Using other than the students regularly designated bus stop unless authorized by parent (in writing or phone call).
3. Unacceptable physical contact (slapping, hitting, poking, shoving, pulling hair, etc.) in bus or during loading or unloading.
4. Fighting on the bus or at the bus stop.
5. Riding or attempting to ride any bus while riding privileges are suspended.
6. Not carrying a valid bus pass and presenting pass to driver when requested.
7. Unauthorized transportation of live animals, reptiles, and insects. No glass, skateboards, scooters, etc. on a school bus.
8. Using unauthorized exits (from emergency doors or the windows.)
9. Putting any objects or any portion of the body out of the bus window at any time.
10. Unauthorized opening, closing or tampering of any kind with bus doors, windows or emergency exits.
11. Tampering with the radio or bus controls of any kind.
12. Any type of intentional damage or defacing of the bus.
13. Any movement out of seats while the bus is in motion or turning around in the seat.
14. Obstruction of the aisle with objects, feet, legs, arms, etc.
15. Creating excessive and distracting noise.
16. Failure to remain quiet at all railroad crossings.
17. Using profane language, vulgar gestures, taunting or teasing.
18. Littering or throwing any objects in, out of, or at the bus.
19. Lighting of matches, cigarettes, or smoking on the bus.
20. Eating or drinking on the bus.
21. Disrespect and/or willful failure to obey the bus driver.
22. Any other behavior that endangers life or limb of riders, driver or that creates an unsafe condition.

Penalties that may be invoked for infractions are:

1. 1st Citation - Call to parent or guardian/warning or one (1) day bus suspension notice issued.
2. 2nd Citation - 3 school days suspension of riding privileges; principal notified, Principal/driver/parent conference requested.
3. 3rd Citation - 5 to 10 days suspension of riding privileges; principal notified, Principal/driver/parent conference requested.
4. 4th Citation, or behavior that is deemed to have deliberately endangered the physical safety of student or the driver, - suspension of bus riding privileges for the balance of the semester; may be appealed to the Superintendent.

Bus Pass Violations

The following standards of progressive actions regarding abuse/misuse of school bus ridership authorization are established, and are separate from other disciplinary measures:

1. Using, or attempting to use, an expired pass (except during the *grace period for quarterly reissues.) If within 10 school days from beginning of the current quarter, a pass has not been renewed, it is considered to be expired and transportation can be denied.
 - a. First warning: A “fees due” notice shall be issued to student and a letter sent home to parent
 - b. Second warning: Bus privileges shall be suspended until receipt of payment

*That period of time between purchase of quarterly pass and receipt of quarterly pass
2. Lending or borrowing a bus pass, or altering one’s own quarterly or annual pass:
 - a. First offense: Warning notice issued
 - b. Second offense: Bus privileges shall be suspended for two (2) weeks
 - c. Third offense: Bus privileges shall be suspended for the remainder of the school year
3. Using, or attempting to use a stolen, found, or forged pass:
 - a. First offense: Warning notice issued
 - b. Second offense: Bus privileges shall be suspended for two (2) weeks
 - c. Third offense: Bus privileges shall be suspended for the remainder of the school year

Presentation of any pass, not the property of the possessor, shall constitute prima facie evidence of improper possession and shall be reason to exercise disciplinary measures as shown in paragraph 2 or 3 above.

- Legal Reference(s): California Administrative Code, Title 5
14102 -Bus evacuation drills
14103 -Authority of driver
Vehicle Code
545 -Definition, school bus
2807 -School bus inspection
12522 -First Aid requirement for bus drivers
22504 -Bus stops
34500-34508 -Authority of California Highway Patrol re school bus

History: Adopted 09-01-77

SAFE RIDING PRACTICES

Students who distract the bus driver indirectly cause some accidents.

Good student behavior while entering, riding, or leaving the bus contributes in many ways to safe transportation. Such conduct makes it possible for the driver to give full attention to the routine matters involved in the safe operation of the bus, and holds to a minimum, those conditions that might cause students to be injured.

Fighting on the bus, any movement out of the seats, excessive noise, and boisterous conduct are examples of things that are very distracting to the driver. It is the student's responsibility to have and maintain good behavior on the bus. If they practice good behavior, it will make for a safer ride for everyone on the bus.

PARENT RESPONSIBILITY

Parents are expected to have their children ready on time and to inform them that they are to maintain good behavior at the bus stop as well as on the bus.

An open line of communication must be maintained between parent, school authorities and the bus driver, so that when problems do develop, parents are aware of them.

OBJECTS THAT CANNOT BE TRANSPORTED ON THE BUS

LIVE ANIMALS	LASERS / KNIVES & GUNS
REPTILES	GLASS & SHARP OBJECTS
INSECTS	TOY WEAPON LOOK-A-LIKES
SCOOTERS & SKATEBOARDS	TOBACCO PRODUCTS
ROLLER BLADES & ROLLERSKATES	BALLOONS
MEDICATION (including over the counter)	AEROSOL CANS
LARGE MUSICAL INSTRUMENTS	MATCHES OR LIGHTERS

**AND ANY OBJECT WHICH THE DRIVER FEELS CAN CAUSE AN UNSAFE BUS RIDING SITUATION
Students will be instructed to leave these items at the bus stop A.M. or school P.M.**

WALKING TO AND FROM SCHOOL BUS STOPS

When walking to and from bus stops, students should be respectful of other people's property. If at any time they cross the street, be sure to look both ways. They should walk on the sidewalk or the side of the roadway. (Never in the street) and not go onto people's property unless prior permission has been given. Go directly to the bus stop. Any playing around on the way could mean missing the bus. When approaching the bus stop, if the bus is already at the stop, do not run towards the bus. **If the student is on the other side of the street, wait for the driver to exit the bus and cross the student.** Students should be at the bus stop five minutes before the bus is scheduled to arrive.

If a student is walking to a bus stop, but is too far away for the driver to see them, and is seen after the bus leaves the stop, the driver **cannot** stop to pick up the student. **The bus can only stop at designated bus stops.**

LOADING AND UNLOADING PROCEDURES AND GENERAL RULES OF CONDUCT AT SCHOOL BUS LOADING ZONES

Students are expected to practice good conduct at the bus stops. There should be no playing in the street, rock throwing, fighting, or property damage while waiting for the bus. Students should be lined up and ready to board when they see the bus approaching. There should be no shoving or pushing in line. This behavior could be very unsafe as the bus is approaching the stop. Students should wait until the driver sets the parking brake, activates the **red flashing lights**, and opens the door before moving towards the bus.

If the students cannot conduct themselves properly, at a bus stop, they may be issued a WARNING or BUS SUSPENSION NOTICE.

UNLOADING

When the bus stops at the stop, there are certain procedures the law requires the driver to follow.

- The children must remain seated until the bus has come to a full stop, the engine has been turned off, the parking brake has been set and the red flashing lights have been activated. The children that must cross the street are to be the first ones off the bus, and crossed by the driver. All others need to remain seated until the driver gets back on the bus.
- When the driver is crossing children, the children must remain on the side of the roadway or sidewalk, until the driver instructs them to cross the street. They should cross between the bus and the driver. It is important for them to walk and not run. Go directly across the street to the other side and do not stand in the street. It is the driver's responsibility to see that they are completely across the street. When the driver returns to the bus, the students not crossing the street may get off the bus.
- Statistics show that most injuries and fatal accidents happen during loading and unloading. Children need to know that there is a danger zone around the bus where the driver cannot see them in their mirrors. When the child exits the bus, they need to be ten feet away from the sides of the bus to be clear of the danger zone. At this point the driver can clearly see them in their mirrors as they are pulling away from the stop.
- Knowing the loading and unloading procedures helps to make for a safer ride.

DANGER ZONE

There is a DANGER ZONE twelve feet wide that completely surrounds the bus. There are areas in this danger zone where the driver cannot see the students out of any of the mirrors. It is important for the student to know where the danger zone is to avoid these areas.

Regulations for Pupil Transportation

Pursuant to the provisions of (1) the California Education Code. (2) the California Code of Regulations Title 5 and (3) the Pupil Transportation Policy (No. 3541) of the Lakeside Union School District, the following rules and regulations shall govern the operation of district pupil transportation services.

Scope of Services

1. Priority 1 riders - the district shall make available bus transportation for students residing beyond the following distances from their assigned school. The student is considered to reside at the point at which the driveway, private road, easement road. etc., enters a federal, state or county-maintained road.

1. Kindergarten through Grade Three 3/4 mile

Fourth and Fifth Grades 1 mile

Sixth, Seventh, and Eighth Grades 1-1/2 mile

2. Upon verification of physical disability by a physician, certain students may be granted permission to ride from lesser distances.

2. Priority 2 riders - the district may make available bus transportation for students residing within the above distances from their assigned school, subject to the following:

3. Availability of space is on a first-come, first-served basis after Priority 1 riders have been accommodated.

4. Priority 2 riders must board bus at district-designated bus stops established for Priority 1 riders.

5. Priority 2 riders rider-ship may be revoked at the end of any given month with 5 days prior written notice given by the district.

6. Priority 2 riders may purchase quarterly passes only.

7. All distances shall be measured by the closest public route over federal, state or county-maintained roads from the student's residence (as defined under 1.a. above) to the nearest district entrance to the school.

Authority and Responsibility of Driver



1. Pupils transported in a school bus shall be under the authority of and responsible directly to the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across a street, highway or road. Continued disorderly conduct or persistent refusal to submit to the authority of the bus driver shall be sufficient reason for a pupil to be denied transportation. A bus driver shall not require any pupil to leave the bus en route between home and school or other destinations.

2. Transportation privileges may be denied a pupil who willfully:

Threatens or actually inflicts bodily harm on any passenger or driver, or endangers the safety of any occupant of the bus or the bus itself.

The Superintendent shall develop written guidelines to be followed in disciplinary cases.

(See Section 9)

Drivers will maintain safe operation of the buses at all times and enforce regulations in conformance with the district Behavior Policy.

Students may be denied transportation privileges for the following reasons:

Disciplinary Causes

1. Any unacceptable bus stop procedures (not lining up, rock throwing, playing in streets. any proper damage at bus stops, etc.).
2. Using other than the student's regularly designated bus stop unless authorized by parent.
3. Unacceptable physical contact (slapping, hitting, poking, shoving, pulling hair, etc.) in bus or during loading or unloading.
4. Fighting on the bus or at bus stop.
5. Riding or attempting to ride any bus while riding privileges are suspended.
6. Not carrying a valid bus pass and presenting to driver when requested.
7. Unauthorized transportation of live animals, reptiles, insects, glass objects, skateboards, roller blades, etc., on a school bus.
8. Using unauthorized exits (from emergency doors or the windows).
9. Putting any objects or any portion of the body out of the bus window at any time.
10. Unauthorized opening, closing or tampering of any kind with bus doors, windows or emergency exits.
11. Tampering with radio or bus controls of any kind.
12. Any type of intentional damage or defacing of bus.
13. Any movement out of seats while bus is in motion or turning around in seat.
14. Obstructing the aisle with objects or feet, legs, arms, etc.
15. Creating excessive and distracting noise.
16. Failure to remain quiet at all railroad crossings.
17. Using profane language, vulgar gestures, taunting or teasing.
18. Littering or throwing any objects in, out of, or at the bus.
19. Lighting of matches, cigarettes or smoking on the bus.

20. Eating or drinking on the bus.
21. Disrespect and/or willful failure to obey the bus driver.
22. Any other behavior that endangers life or limb of riders or driver or that creates an unsafe condition.

Penalties that may be invoked for infractions are:

1. 1st citation - Call to parent or guardian and a warning notice or one (1) day walking notice issued.
2. 2nd citation - 3 school days' suspension of riding privileges: principal notified, parent conference requested by supervisor of transportation.
3. 3rd citation - 5 to 10 days suspension of riding privileges: principal notified, principal/driver/parent conference requested.
4. 4th citation, or behavior that is deemed to have deliberately endangered the physical safety of students or the driver, - suspension of bus riding privileges for the balance of the semester; may be appealed to the Superintendent.