

ELK ISLAND PUBLIC SCHOOL SCHOOL BUS TRANSPORTATION FOR STUDENT CONDUCT

RULES

- 1 Students shall ride only their assigned bus. Exceptions may be granted upon written request parents/guardians to the Director, Student Transportation for child care purposes. In emergency situations parents/guardians shall contact Student Transportation to request alternate arrangements. In emergency situations principals may make alternate arrangements and contact Student Transportation.
- 2 Student are expected to be at their designated boarding location five minutes prior to departure time.
- 3 Students are responsible for their personal property (Elk Island Public Schools shall not be responsible for lost or stolen property).
- 4 Directions, as given by the bus operator and/or individual(s) employed by EIPS, must be followed.
- 5 Students must sit in an assigned seat and remain seated while the bus is enroute.
- 6 All objects and parts of the body must be kept inside the bus.
- 7 While quiet conversation is permitted on the bus, unnecessary conversation with the bus operator is prohibited. There must be absolute silence at railway crossings.
- 8 Disruptive, destructive or unsafe behaviour such as pushing, spitting, fighting, use of profane language or gestures, or the throwing of objects, or acts of vandalism are prohibited.
- 9 Eating or open beverage containers are not permitted. (Medical exemptions may be made upon written request to the Director, Student Transportation.)
- 10 The use of personal cellular phones, cameras, and recording devices are prohibited on school buses. Electronic games or musical devices which do not emit noise are acceptable for use.
- 11 The use of tobacco or other smoking materials is prohibited on buses and at transfer stations.
- 12 Students will not be permitted to board or ride buses if conveying, using, or under the influence of alcohol or other controlled substances.
- 13 The possession, use, or conveyance of potentially dangerous items is prohibited.
- 14 In conjunction with the *Traffic Safety Act*, skateboards, snowboards, skis, and hockey sticks are not permitted on the bus. "Heelies" are also not permitted on the bus. All other articles transported must be fully contained in a canvas bag or case that the student can store under the seat of the bus.
- 15 Students must scan their bus pass each time they board or depart a bus.

CONSEQUENCES - MINOR OFFENCES

- STEP 1 Verbal warning to the student.
- STEP 2 Verbal warning to the student. Bus operator records the incident and contacts the parent/guardian(s).
- STEP 3 Written warning to the student. Bus operator completes the misconduct report. The principal directly notifies the parent/guardian. Copies of the misconduct form are distributed by the principal to parent/guardian(s), bus operator(s) and the Director, Student Transportation.
- STEP 4 Written warning to the student. Bus operator completes the misconduct report and reviews the details of the incident with the principal in a timely manner. The next steps in the discipline process are outlined by the principal to the student and parent/guardian(s). Copies of the misconduct form are distributed as above.
- STEP 5 One (1) to five (5) day suspension. Bus operator completes the misconduct report and reviews the details of the incident with the principal within one school day. Principal discusses the situation with the student and decides on the length of suspension and consults, if necessary,

with the other principal and the other student involved. If a meeting with the operator is necessary, the principal notifies the parent(s) of the bus suspension and arranges for a meeting, with the parent/guardian(s) the student, bus operator and Student Transportation staff prior to the student being reinstated from suspension. Student and parent/guardian(s) are notified that further misconduct may result in suspension with a recommendation for expulsion from EIPS Student Transportation to the Board of Trustees. Principal notifies the Director, Student Transportation by telephone, fax or e-mail regarding reinstatement date. Director, Student Transportation advise the operator(s) by telephone, fax or e-mail regarding the suspension. Copies of the misconduct form are distributed as above.

- STEP 6 Suspension with a recommendation for expulsion from EIPS Student Transportation to the Board. Upon receipt of the student misconduct form and after discussion with the operator and student, and after consultation with the Director, Student Transportation and/or a member of Student Support Services Staff (if applicable), the principal shall follow the procedures outlined in Administrative Procedure 352.

CONSEQUENCES - MAJOR OFFENCES

Behaviour which may result in a suspension or recommendation for expulsion from EIPS transportation includes but is not limited to:

- a. Open opposition to authority of bus operator and/or individuals employed by EIPS
- b. Use of improper, profane, or abusive language or gestures
- c. Engaging in, but not limited to, fighting, intimidation, and/or verbal or physical abuse of other students or staff
- d. Use of tobacco and/or other smoking materials
- e. Engaging in willful destruction of property or acts of vandalism
- f. Acts of vandalism when reparation charges have been assessed but not repaid
- g. Engaging in any dangerous or unsafe behaviour
- h. Riding the bus for any purpose while on suspension from school or the bus
- i. Use or possession of alcohol and/or controlled substances
- j. Possession of controlled substance paraphernalia

The consequences for: alcohol and/or controlled substance trafficking, use or possession of weapons, bomb threats, or vicious physical assault shall result in an immediate suspension with a recommendation for expulsion from EIPS Student Transportation to the Board of Trustees.

NOTWITHSTANDING THE ABOVE, THE SERIOUSNESS OF THE MISBEHAVIOUR MAY WARRANT IMMEDIATE SUSPENSION OR REFERRAL TO THE BOARD OF TRUSTEES ON THE FIRST OFFENCE.