

Gaylord Community Schools

An NCA Accredited School District

Transportation Department Policy #8620 – Student Expectations

We believe that all students can behave appropriately and safely while riding the school bus. We will tolerate no student behavior that will hinder a driver's ability to provide safe transportation for all students.

It is important to remember that the school's rules apply to and from school, at school, on school property, at school-sponsored events, and on school transportation. In some cases, a student can be suspended from school for infractions of school bus rules. If a student is suspended from the regular bus, they will not be able to ride an activity bus.

Bus Service:

- Students not riding for three (3) consecutive days need to contact the Transportation Office to resume pick up.
- Students will ride to and from school on their assigned bus only.
- Routing can accommodate one pick-up and one drop-off location.
- Seating will not be reserved.
- Guests will not be permitted.

Bus Expectations:

- Follow direction of the driver.
- Stay in seat and face forward with personal belongings on lap.
- Keep all parts of body inside the bus.
- Appropriate use of language at all times.
- Consumption of food, gum, or beverages are prohibited on the bus.
- Prohibited objects include items that may cause injury, disruption, or create litter and may be confiscated and kept until a parent comes to claim them. Carry-on items must fit in the student's backpack. Any unsafe objects or hazardous materials will not be transported.

Disciplinary Procedures will be assessed according to the severity of the incident.

The following steps will be used to document infractions on the school bus:

- 1st Step: Student verbally warned, driver documents on Memory Log.
- 2nd Step: Document on Incident Report, submit to Transportation Director for review with driver, student/parents, and school administration, if applicable. Severity of incident will be taken into account when determining the length of the discipline. Incident Report will be routed to appropriate school administration by Transportation Director for further review/follow-up as needed.
- 3rd Step: – Repeat offenders will follow the 2nd Step process which may include a more severe level of discipline.
- Extreme Behavior/Severe Disruptions: Extreme behavior and/or severe disruptions will be dealt with on a case by case basis by the Transportation Director and school administration. Severe conduct may result in loss of transportation privileges for the remainder of the school year.
- Property Damage: The student or students responsible will lose bus transportation privileges until the total cost of the damage is paid.

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