

It is the hope of Braxton County Schools to provide a safe and productive environment for our students. In pursuit of obtaining this safer environment we provide video and audio surveillance on your child's transport to school. Braxton County Schools, in compliance with West Virginia Code: Chapter 62, Article 1D, "WIRETAPPING AND ELECTRONIC SURVEILLANCE ACT", is notifying parents, guardians, and/or custodians of the video and audio recording taking place on all buses.

Dear Parents:

In order to guarantee your child and other students riding the bus are given the safe transportation they deserve, Braxton County Schools is utilizing the following discipline plan.

We are asking you to review these rules and policies with your child(ren). Many of these regulations are directly from State Code, while others are based on good safety practices. In today's world we must remember that common courtesy goes a long way in avoiding problems and developing good relationships.

We encourage you to get to know your child's bus driver and to communicate regularly with him/her. If you have specific questions about any of these regulations please feel free to call the Transportation Department at 765-7101 Ex. 272.

Please remember that all of these regulations were developed as safeguards for our children while in transit to and from our schools.

Thank you

Parents: Please sign and return

Parent Signature

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Child's Name School Grade

BUS CONDUCT RULES

1. **Passengers must obey the directions of the driver.**
2. **Enter and leave the bus in an orderly fashion**
 - A. Without haste and without loitering
 - B. Without crowding and without pushing.
 - C. With each pupil showing due regard for his/her own safety and the safety of others.
3. **Stay in assigned seat at all times.**
 - A. Each pupil must go directly to his/her seat upon entering the bus.
 - B. Courteously share seats with others boarding the bus.
 - C. Change seats only with the bus operator's permission and only when the bus is not in motion.
 - D. Each pupil must remain seated until the bus has stopped.
 - E. Each pupil must maintain proper seating posture at all times. Feet, legs and arms must not protrude into aisle.
 - F. If operator assigns any or all pupils a seat, they will ride as assigned.
4. **Conduct shall be the same as in the classroom setting.**
 - A. Refrain from shouting and other boisterous activity.
 - B. Avoid unnecessary conversation with bus operator.
 - C. Refrain from infringing upon the rights of other passengers.
 - D. The use of tobacco, alcohol or controlled substances is prohibited.
 - E. Profane or obscene language will not be tolerated. In general, any activity which distracts the driver is objectionable.
5. **Keep head, hands, feet inside bus.**
 - A. It is important that no object protrude through an open window.
 - B. Pupils should leave windows alone. Windows may only be adjusted with consent of bus operator.
 - C. Windows must be closed while bus is stopped.
 - D. Pupils will not throw or pass any object of any nature into or from the bus through a door or window.
6. **Help keep the bus clean.**
 - A. Pupils will clean their feet before entering the bus.
 - B. Pupils will not throw wastepaper or other rubbish on the floor of the bus.
 - C. Except when medically necessary, eating and/or drinking on the bus is prohibited. On special excursions, and at the bus operator's discretion, noon hour lunch may be eaten on the bus, but only when it is not in motion.
7. **Vandalism and destruction of transportation property and/or that of other students is prohibited.**
 - A. Orderly behavior in the bus, at all times, is essential. There will be no roughhousing. Keep feet off the seats and sharp objects off the upholstery.
 - B. Pupils will be held responsible for vandalism that occurs to seats in which they ride. If damage is found, report it promptly to the bus operator.
8. **Restrictions apply to the transportation of baggage, freight or merchandise.**
 - A. Books and other property should be properly held on laps. Any item too large to conveniently hold on lap or between feet is not permitted unless permission is obtained in advance from the bus operator, e.g. musical instruments.

- B. Only property of pupils and/or the county board of education may be transported.
- C. Highly flammable materials, firearms, explosives and all objects of a dangerous or objectionable nature are prohibited.

9. Bus Enrollment & Notes to Ride

- A. All students must complete a bus enrollment form for any bus they ride on a regular basis.
- B. Students will not be permitted to ride buses on which they are not enrolled unless there is an emergency or compelling reason.
- C. In order for a child to ride a bus other than their assigned bus, the parent must supply a written reason for that child to ride a different bus, what bus they are to ride and to which stop or to whose house.
- D. Students can only be dropped off at approved bus stops

If a student chooses to break a rule:

- 1st Incident: Verbal warning(s) by driver
- 2nd Incident: Bus conduct report completed and parents informed of student's behavior
- 3rd Incident: Informal hearing with principal, driver and student to determine possible suspension, detention or suspension of bus privileges.


SEVERE DISRUPTION

The following inappropriate behavior will result in suspension of transportation privileges:

- 1. Physical harm to another student
- 2. Physical harm or threat of physical harm to a driver
- 3. Property damage
- 4. Refusal to obey driver
- 5. Total disruption
- 6. Foul language
- 7. State laws

NOTE TO PARENTS:

Please keep this brochure for your personal reference throughout the year



All West Virginia Student Code of Conduct Rules and all Braxton County Behavioral Policies apply to buses as well as classrooms. Please refer to your Parent Student Handbooks.

NOTE: In the event your child is disruptive on the evening run and is denied transportation privileges for the following day, you will be notified by the driver.

It is in your child's interest that we work together to provide safe transportation to and from school.

Safe Transportation Requires the Cooperation of:

- **Students**
- **Bus Operators**
- **Parents**
- **School Officials**
- **Motoring Public**