

**SCHOOL BUS CONDUCT/STUDENT SAFETY**

The San Dieguito Union High School District provides transportation for its students in accordance with the provisions of Education Code 16801. In order to provide this service with maximum safety for all pupils and to insure their bus riding privileges, the following standards for bus conduct are established. Failure to meet these standards may result in loss of riding privileges.

1. The bus driver is responsible for the safety and well-being of all passengers. The drivers' directions must be followed at all times.
2. Students are to respect the property at bus stops and conduct themselves in an orderly manner while waiting for the bus and while returning home from the bus stop.
3. Students should not arrive at their bus stops more than five minutes before the bus arrives.
4. The person in charge of loading the bus will determine the order of pupil entrance.
5. Bus windows are not to be lowered more than half way. All body parts are to remain inside the bus. No littering/throwing items from bus windows.
6. Unnecessary noise in the bus, such as loud talking, shouting, singing, and other rowdy behavior may distract the attention of the driver, and therefore is prohibited for the safety of all passengers.
7. Transporting animals on the school bus is contrary to State Law and not permitted, except for service animals.
8. Generally, eating is not permitted on the bus. Exceptions may be made on trips lasting longer than one hour with the understanding that the students will clear the bus of all litter.
9. Any item considered dangerous to the health, safety or welfare of riders may be prohibited by the bus driver. Automobiles must stop when a school bus is flashing its red lights. Pupils crossing the street must do so in front of the bus, as directed by the driver.

Failure to comply with school bus regulations or acting in any manner that creates an unsafe condition in or around the school bus will result in students' bus riding privilege being suspended or denied in accordance with Section 14263 of Title V of the California Administrative Code.

Noncompliance with bus riders rules will result in the following:

Incidents of misconduct on the bus shall be reported to the building principal for appropriate action. Such action may include, but is not limited to, contact with parents to discuss possible solutions, denial of bus riding privileges or suspension from school.

It shall be the principal's responsibility to communicate, with all parties concerned, the results of his action regarding each referral from a bus driver.

Disciplinary action for students will be based on behavior that disrupts the safety on the bus, or compromises the authority of the bus driver. Discipline will be implemented in the following manner:

- A. First offense – Student counseled, parents notified
- B. Second offense – Three (3) day suspension
- C. Third offense – Two (2) week suspension
- D. Fourth offense – Suspension for entire school year
- E. Exception – Threat of bodily harm or violence or severe unsafe behavior is cause for immediate suspension.

The referral form will indicate the type of misconduct, time, place, bus driver, school and other pertinent information concerning the problem. Disposition of the referral form after the principal's action will be the original sent to the parents, the duplicate for the school file, the triplicate returned to the transportation department.

**SAN DIEGUITO UNION HIGH SCHOOL DISTRICT  
TRANSPORTATION DEPARTMENT  
BUS TRANSPORTATION RULES OF CONDUCT**

As a student of the San Dieguito Union High School District (SDUHSD), I understand that the rules dictated in the SDUHSD Discipline Policy and the rules dictated in the Athletic Handbook for Students, Parents & Supporters apply to me while I am riding the bus. I agree to follow those rules and understand that if I break them, I am subject to disciplinary action. Furthermore, while riding the bus, I understand that the following rules and consequences apply:

1. I will not shout, use unacceptable language, or speak rudely to any individual while on the bus.
2. I will remain in my seat at all times and will not move from my position until I get off the bus, unless I am advised to do so by the driver.
3. I will not stick my hands or arms outside the windows.
4. I will not litter or throw objects inside the bus or out of the bus windows.
5. I will not vandalize the bus.
6. I understand that smoking and/or the use or possession of any illegal substances is strictly forbidden.
7. I will not eat on the bus.
8. I understand that fighting of any kind will not be tolerated.
9. I understand that creating or participating in any type of disturbance on the bus will not be tolerated.
10. I will follow the directions given by the bus driver.

Consequences of Disciplinary Action:

1st Offense	Student will be counseled and the student’s parents will be notified
2nd Offense	Student will be suspended from riding the bus for 3 days plus have an in-school detention
3 <sup>rd</sup> Offense	Student will be suspended from riding the bus for 2 weeks plus have a Saturday school
4 <sup>th</sup> Offense	Student will be suspended from riding the bus for the remainder of the school year plus student will be suspended from school for a minimum of 2 days
Exception	Threat of bodily harm, violence, or severe unsafe behavior is cause for immediate suspension from school in accordance with §48900 of the Education Code.

School \_\_\_\_\_

Student \_\_\_\_\_

*Print*

*Signature*

*Date*

Parent \_\_\_\_\_

*Print*

*Signature*

*Date*

**DISTRITO ESCOLAR SAN DIEGUITO UNION HIGH SCHOOL DISTRICT  
DEPARTAMENTO DE TRANSPORTACIÓN  
REGLAMENTOS DE CONDUCTA PARA TRANSPORTACIÓN EN AUTOBÚS**

Como estudiante del distrito escolar San Dieguito Union High School District (SDUHSD), comprendo que los reglamentos dictados en la póliza de disciplina SDUHSD Discipline Policy y de los reglamentos dictados en el manual deportivo Athletic Handbook para Estudiantes, Padres y Contribuyentes de Apoyo me aplican mientras se me transporta en el autobús. Estoy de acuerdo en seguir esos reglamentos y comprendo que si los desobedezco, estaré sujeto/a recibir acción disciplinaria. Aún más, mientras se me transporta en el autobús, comprendo que los siguientes reglamentos y consecuencias me corresponden:

1. No gritaré, no usaré lenguaje inapropiado y no le hablaré groseramente a ningún individuo mientras estoy en el autobús.
2. Siempre me mantendré en mi asiento y no me moveré de mi posición hasta que baje del autobús, al menos que el/la chofer me lo pida.
3. No sacaré mis manos o brazos fuera de las ventanas.
4. No tiraré basura y no aventaré objetos adentro o fuera del autobús.
5. No destruiré el autobús.
6. Comprendo que está estrictamente prohibido fumar o tener posesión de cualquier sustancia ilegal.
7. No consumiré alimentos en el autobús.
8. Comprendo que no se tolerarán los pleitos de cualquier índole.
9. Comprendo que no se tolerará el inicio o la participación de cualquier tipo de desorden o alboroto.
10. Seguiré las direcciones que sean proporcionadas por el/la chofer del autobús.

Consecuencias de Acción Disciplinaria:

1ra Ofensa	Se le aconsejará a el/la estudiante y se les notificará a sus padres
2da Ofensa	A el/la estudiante se le suspenderá del servicio de autobús por 3 días además tendrá detención escolar
3ra Ofensa	A el/la estudiante se le suspenderá del servicio de autobús por 2 semanas además tendrá que asistir a un Sábado Escolar (Saturday School)
4ta Ofensa	A el/la estudiante se le suspenderá del servicio de autobús por el resto del año escolar, además se le suspenderá de clases por un mínimo de 2 días
Excepción	Amenaza de daño físico, violencia o conducta de peligro severo es causa de suspensión escolar inmediata de acuerdo con el Código de Educación 48900

Escuela \_\_\_\_\_

Estudiante \_\_\_\_\_

<i>Nombre</i>	<i>Signature</i>	<i>Fecha</i>
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Padres \_\_\_\_\_

<i>Nombre</i>	<i>Signature</i>	<i>Fecha</i>
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**BUS DRIVER'S  
REPORT OF UNACCEPTABLE PUPIL BEHAVIOR ON BUS**

PUPIL \_\_\_\_\_  
 Last Name First Name Grade School

Section 14103 State Board of Regulations Governing Pupil Transportation states "Pupils transported in a school bus shall be under the authority of and responsible directly to the driver of the bus. Continued disorderly conduct, or persistent refusal to submit to the authority of the driver shall be sufficient reason for refusing transportation to any pupil and for such other punishment as the law may provide. The driver of any school bus shall be held responsible for the orderly conduct of the pupils being transported."

DRIVER COMPLETES			SCHOOL ADMINISTRATOR COMPLETES	
_____	_____	_____	Action by School Official:	
<i>Date</i>	<i>Driver</i>	<i>Bus/Route</i>	<input type="checkbox"/> Counseled with student	
Infraction:			<input type="checkbox"/> Notified parents	
<input type="checkbox"/> Shouting			<input type="checkbox"/> Notified Security/Police	
<input type="checkbox"/> Unacceptable language			<input type="checkbox"/> Restricted from bus _____	
<input type="checkbox"/> Not remaining seated			<input type="checkbox"/> Suspended from bus _____	
<input type="checkbox"/> Hands or arms outside the windows (explain below)			<input type="checkbox"/> Other _____	
<input type="checkbox"/> Littering or throwing objects			<input type="checkbox"/> Case referred to _____	
<input type="checkbox"/> Rudeness			Note to Driver:	
<input type="checkbox"/> Opening Windows			<input type="checkbox"/> Student regrets incident; cooperative	
<input type="checkbox"/> Must be constantly corrected			<input type="checkbox"/> See me at your convenience	
<input type="checkbox"/> Disobedience to driver; does not listen			Comments: _____	
<input type="checkbox"/> Creating a disturbance on bus and endangering safe operation of bus			_____	
<input type="checkbox"/> Vandalism (specify below)			_____	
<input type="checkbox"/> Smoking on bus			_____	
<input type="checkbox"/> Fighting: striking another student			_____	
<input type="checkbox"/> Eating on bus			_____	
<input type="checkbox"/> Other (specify)			<b>Signed:</b> _____	
Actions Taken by Driver:			<i>School Official</i>	<i>Date</i>
<input type="checkbox"/> Student(s) warned and referred to Principal			Driver's Comments: _____	
<input type="checkbox"/> Changed student(s) seat			_____	
<input type="checkbox"/> Made written report to Supervisor			_____	
<input type="checkbox"/> Bus radio for help enroute			_____	
<input type="checkbox"/> Police or Security action requested			_____	
<input type="checkbox"/> Student denied entry on bus			_____	
<input type="checkbox"/> Notified Parents			_____	

Instructions: Driver submits white & yellow copies to school administrator day of incident. (Attach additional sheets if necessary.) Administrator investigates incident within 2 school days, and returns completed yellow copy to Transportation Office with findings. If disciplinary action taken, copy to student record.

- 1<sup>st</sup> Offense Student counseled by Principal.
- 2<sup>nd</sup> Offense Student suspended from riding bus for 3 days plus has an in-school detention.
- 3<sup>rd</sup> Offense Student suspended from riding bus for 2 weeks plus has a Saturday School.
- 4<sup>th</sup> Offense Student suspended from riding bus for remainder of school year plus student will be suspended from school for a minimum of 2 days.
  
- Exception Threat of bodily harm, violence, or severe unsafe behavior is cause for immediate suspension from school in accordance with §48900 of the Education Code.