

# STATE BOARD OF EDUCATION REGULATIONS



School bus discipline and/or corrective action is administered and monitored by school administrators. Failure to abide by established safety/bus expectations and rules of conduct can lead to disciplinary action, including revocation of busing privileges. If a student's bus privileges have been suspended, that suspension will be for all Whittier Christian High School buses, both to and from school.

The State Board of Education Regulations, Section 14263 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, 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 driver shall be sufficient reason for a pupil to be denied transportation in accordance with regulations of the Governing Board of the District." The same language is also cited from 5 CCR § 14103. School bus rules of conduct are established first and foremost to ensure the student has a safe ride to and from school. The school bus is an extension of the classroom and appropriate behavior is expected at all times. For those who are unable to follow the established rules, a series of sanctions are applied that are appropriate to the offense. **Remember, riding the school bus is a PRIVILEGE and not a requirement.**



# BUS EXPECTATIONS

- Bus expectations are established to ensure the safe and efficient transportation of students. These expectations apply to all students. School transportation is an extra PRIVILEGE available for those students who are eligible, provided under the Board of Education policy.
- Be Respectful
- Be Responsible
- Be Safe
- Use a voice level of 0-1
- Be on time
- Remain seated until given permission to exit the bus
- Listen and follow instructions
- Stay in your assigned seat, facing forward and with your seat belt on
- Hold the handrail when entering and exiting the bus
- Use appropriate word choice
- Report all problems to the bus driver
- Keep body parts and personal items inside the bus and within your personal space



# SCHOOL BUS CONDUCT AND SAFETY RULES

- Students must arrive at the designated bus stop at least five (5) minutes, but no more than ten (10) minutes before the bus is due to arrive. When your child rushes to catch the bus, he or she may be careless when crossing the street or approaching the bus and this can cause an accident.
- Once the bus pulls from the stop and the bus is in motion, the bus driver will not stop to pick up a late student.
- Students are to respect the property at the bus stop and conduct themselves in an orderly manner while waiting for the bus. As the bus arrives, students must form a line, stand at least six (6) feet from the curb or edge of the roadway, and not move toward the bus until it has come to a complete stop and the driver has opened the door. Student conduct at the bus stop should be the same as required on the school grounds. Actions such as littering, spitting, throwing any object, vandalism, pushing, shoving, and harassment of others will not be tolerated and will lead to the revocation of busing privileges.
- Students are required to use only the designated bus stop as indicated on the student's transportation form. No student is permitted to ride any other bus or use a different stop other than what is assigned to the student. All bus stop changes must be approved by the Transportation Department. This PRIVILEGE shall be granted based on space availability. For the safety and security of students, no student pick-ups or drop-offs will be allowed at non-designated stops.



# BUS CONDUCT & SAFETY RULES



- As stated in Vehicle Code 22112, the driver is required by law to activate the flashing red lights at all stops. When students need to cross a two-lane street or private road upon which the school bus is stopped, the driver of the school bus is required by law to escort students in grades pre-k through 8 across the street using the hand-held STOP sign. The driver, when ready to disembark the bus, will be the first to exit, regardless of whether a student in front of the line needs to cross. Students who need to cross the roadway will wait in front of and to the right of the bus where they can see the driver and the driver can see them.
- Students will always cross the street in front of the bus and perpendicular to the opposite side of the street, but NOT until they have been instructed with verbal commands to do so by the driver, even in the presence of a parent/guardian. Students will walk, not run, completely across the roadway. If the student drops something in the roadway, THEY ARE TO TELL THE DRIVER. THEY ARE NOT TO RUN BACK INTO THE ROADWAY ONCE THEY HAVE CROSSED THE ROADWAY. The students who do not cross the roadway will exit and move away from the bus.

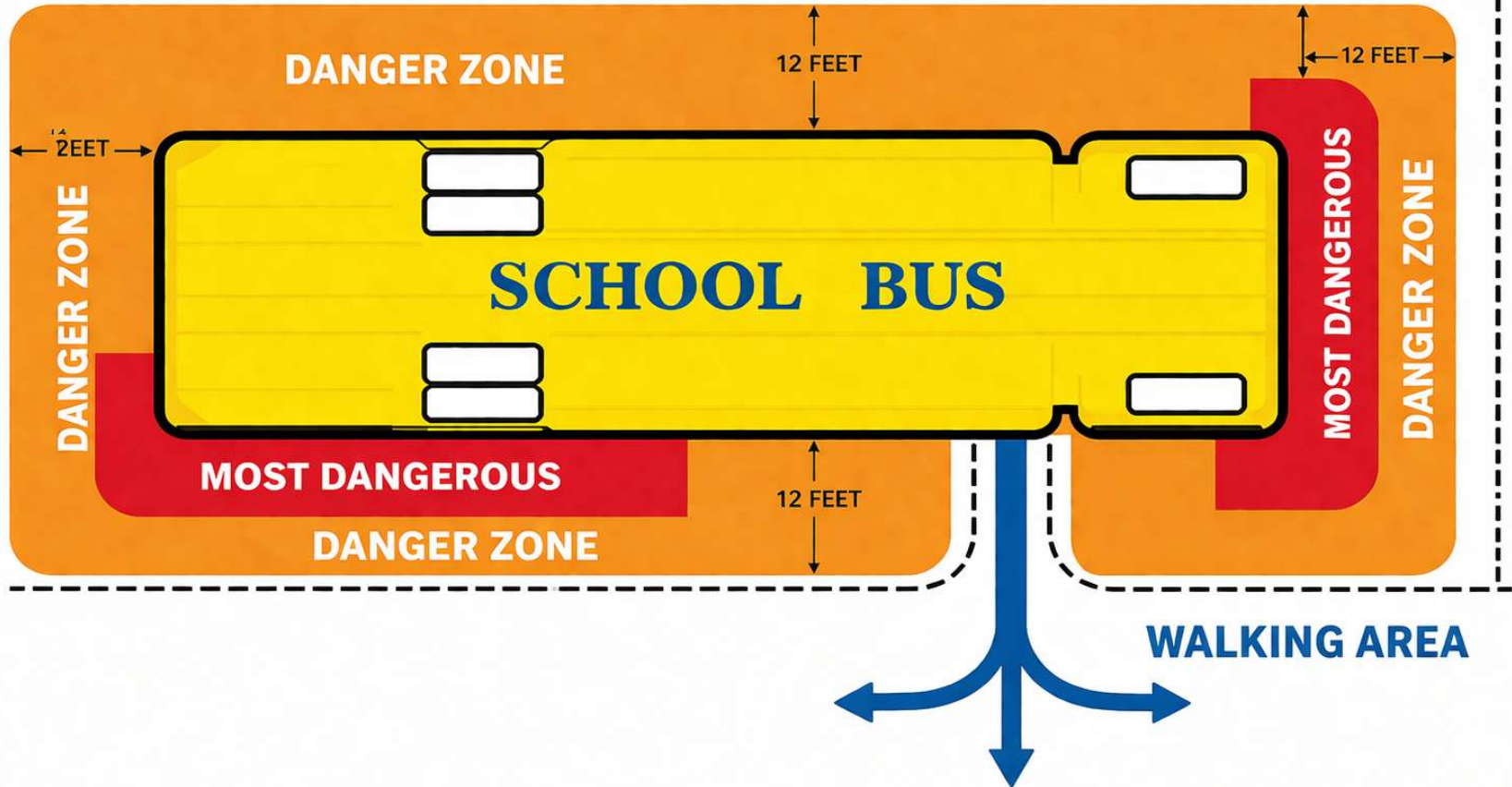
# BUS CONDUCT & SAFETY RULES

- California Law VC 22452 requires a school bus with passengers aboard to stop at all railroad crossings. Students MUST maintain absolute silence when approaching a railroad crossing and while stopped at the crossing so the driver can LOOK and LISTEN for approaching trains.
- Student safety to and from the bus stop is a parent/guardian's responsibility. Please advise your child of the following safety habits:
- Students must observe safe walking habits and be alert for traffic and surroundings.
- Whenever crossing any street remember to STOP...Listen... Look left, right, and left again before crossing the street.
- Students should go directly to the bus stop in the morning and directly home in the afternoon.
- Students should NOT talk to strangers.
- When leaving the bus, students are to stay out of the Danger Zone.



# DANGER ZONES

DANGER FROM PASSING CARS



# PROCEDURES FOR DISCONTINUANCE OF SERVICE DUE TO REDUCED VISIBILITY 34501.6

- In order to insure safe operations at all times, drivers will be responsible to assess road conditions on a continuous basis. If, due to atmospheric conditions, visibility on the roadway is reduced to 200 feet or less, the driver will advise the Director of Transportation or his designee of the fact and a decision will be made as to the next course of action.
- If the conditions warrant, whether or not students are aboard, the driver will remain parked and secure until it is safe to proceed on the route. School sites and the Superintendent will be notified as soon as possible.
- If the morning or afternoon routes have not commenced, the buses will be held until it is safe to proceed on the route. School sites and the Superintendent will be notified as soon as possible and notifications to parents will be made as appropriate (as soon as possible).
- The following steps shall be taken when the driver makes the decision to discontinue service:
  1. Find a safe location to pull the bus completely off the roadway and park
  2. Shut off ALL lighting systems
  3. Contact dispatch
  4. Once conditions clear up, proceed on the route with caution





## STOP WHEN RED LIGHTS FLASHING



- When present, use only designated, marked crosswalks.
- School buses are prohibited from sounding the horn to announce their arrival at a bus stop.
- For the safety of students, no unauthorized passengers are to board the bus, including parents, unauthorized students, etc.
- **All students will be issued assigned seats.**
- Once on board and sitting in their assigned seat, students are to buckle seat belts, wear shoulder harnesses correctly, and remain seated facing forward while the bus is in motion and/or while on board.
- Students preparing to disembark must remain seated with the seat belt safely fastened until the bus comes to a FULL COMPLETE STOP.
- “Passenger Restraints—Per California Code of Regulations, Title 5, Section 14105, all passengers in a school bus or in a school pupil activity bus that is equipped with a passenger restraint system in accordance with Section 27316 and 27316.5 of the Vehicle Code, shall use the passenger restraint system while on board the school bus.”



- Orderly behavior is required before, during, and after boarding the bus. Students are to talk quietly at a noise level between 0–1. Abusive body contact (fighting, slapping, hitting, poking, shoving, etc.) is not permitted. Students are to talk quietly. Shouting, yelling, boisterous behavior, horse-play, profane language, obscene gestures, or any unnecessary noise may distract the attention of the driver and therefore is prohibited for the safety of all passengers

**STUDENTS ARE EXPECTED TO BE RESPECTFUL AT ALL TIMES.**

- Please report any form of bullying or harassment to your bus driver or bus aide immediately.
- Students are to remain SAFE and keep all parts of their body inside the bus at all times. Littering the bus, vandalism, or throwing anything in or out of the bus will not be permitted. Students will be charged for all damages.
- For the student's own safety, students MUST remain awake and alert while riding the bus.
- For student safety, eating, smoking, gum-chewing, etc. are prohibited on the bus at all times!
- Water is permitted during the summer months but only in a container that can be closed and only while the bus is not in motion.
- Students must never open, close, or tamper with any part of the bus or its equipment unless specifically instructed to do so by the driver. Students are to stay out of the driver's compartment unless an emergency requires a student to secure the bus.



# STUDENTS ARE EXPECTED TO BE RESPECTFUL AT ALL TIMES

- As stated in Education Code 39831.5, at the commencement of the school year, all students in pre-kindergarten and grades K through 12 who are transported in a school bus or school activity bus shall receive instruction in school bus emergency procedures.
- In case of ANY emergency, 911 is automatically called to respond.
- Items such as instruments or school projects may not be permitted on board the bus should the item take up seating space required for other students or create an unsafe situation.
- **Anything not permitted on school grounds is not permitted aboard the school bus.**
- Students must wear shoes while aboard the bus.
- Medication shall not be transported on board the school bus. Students with medication needs must follow school-site protocols.
- Students excluded from attendance for communicable diseases, head lice, or as stipulated in accordance with CESD AR 5112.2 will not be allowed to ride the bus until notification is received from the attending school site nurse/administrator.
- As stated in Education Code 39831.3, twice a school year, all students in pre-kindergarten and grades K through 12, inclusive, who receive home-to-school transportation shall receive safety instruction which includes, but is not limited to, proper passenger conduct, bus evacuation, location of emergency equipment, responsibilities of passengers seated next to an emergency exit, and the practice of procedures to evacuate the school bus through emergency exit doors, **NOT THE FRONT ENTRANCE DOOR!**
- For safety and busing evacuation purposes, student address, phone number, and emergency contacts must be current. The parent/guardian must contact the student's school directly to make changes.

# CHILD & PASSENGER CHECK

In accordance with Education Code 39831.3 (a)(4) all drivers and bus monitors/assistants (if present) shall complete a thorough check of the vehicle for passengers immediately following the end of each route and at the end of the shift during the post-trip vehicle inspection, and prior to leaving the vehicle unattended at any time.



**Note:** For routes where the end-of-route inspection is not possible at the school site or drop off, immediately after the last passenger drop off, the bus driver will designate a close-by, safe location where the inspection can be safely performed. To complete a child check/passenger inspection, the bus driver (and monitor/assistant if present) shall turn on the interior lights of the vehicle and complete a slow and deliberate walkthrough inspection (front-to-back and back-to-front), checking for passengers on and under all seats and interior spaces.

# FREQUENTLY ASKED QUESTIONS

## ***How are school bus drivers trained?***

- All drivers must be certified by the California Highway Patrol. Prior to certification, the driver must successfully complete a medical examination, complete at least twenty (20) hours of classroom training, complete at least twenty (20) hours of behind-the-wheel training and pass a fingerprint and background check. All drivers must also complete ten (10) hours of in-service training each year. Drivers must renew their licenses and certificate at least every five (5) years.

## ***Are school buses safe?***

- All school buses must be certified by the Motor Carrier Division of the California Highway Patrol. Additionally, the terminal is inspected annually by the Motor Carrier Division to ensure the buses are maintained according to state-established standards and an approved, documented maintenance program is in place. All buses are also equipped with a child check system.

## ***How can I get back personal items left on the bus?***

- Personal items brought on board the bus are the sole responsibility of the student. We're not responsible for lost or stolen items. Items found on the school bus will be returned to the bus yard. Lost and found items will only be stored for thirty (30) days. To retrieve or inquire about lost items, contact the Transportation Department at 562 694-1673 x327.