



MSD of Martinsville Transportation – Bus Discipline Referral Procedure –

SAFETY IS A DISTRICT PRIORITY

Proper conduct on school buses by all transported students is required. Transportation is a privilege granted to students contingent upon the exhibition of proper behavior; therefore, the MSD of Martinsville has established transportation student behavior guidelines which apply to all students. Each student and his/her parent/guardian is responsible for the behavior of the student before, after & while on school provided transportation.

A student's privilege to ride the school bus or in school-provided transportation may be suspended or revoked. Revocation of a student's bus riding privilege is not considered an exclusion, expulsion, or suspension from school. The district does not provide alternative transportation for a student who has lost his/her riding privilege. Decisions regarding special education students will take into account their IEP needs/requirements.

Parents are also responsible for their children's behavior while they are at the designated bus stop. Bus rules apply while at the bus stop as well as in lineup at school.

When the conduct or actions of a student's behavior is unsafe to himself/herself or others, the transportation department takes this seriously. All actions of misconduct are deemed as a safety violation. Thus, bus rules are implemented by the MSD of Martinsville bus drivers, transportation director, and principals for the safety of all students.

BUS RULES

These bus rules have been established for all students to follow to ensure a safe ride for everyone.

- 1. RESPECT THE BUS DRIVER, OTHER STUDENTS, AND PROPERTY.**
- 2. OBEY THE BUS DRIVER'S INSTRUCTIONS/DIRECTIONS.**
- 3. KEEP HANDS AND FEET OFF OTHER PEOPLE AND THEIR PROPERTY.**
- 4. SIT WHILE THE BUS IS IN MOTION.**
- 5. SPEAK ONLY TO THOSE AROUND YOU AND USE YOUR INSIDE VOICE.**
- 6. COMMUNICATE ANY PROBLEMS OR CONFLICTS WITH THE DRIVER.**
- 7. FOLLOW THE RULES THAT ARE LISTED IN THE BUS.**

To ensure the safety of all students, the following guidelines have been established to respond to students who interfere with safety of others on MSD of Martinsville provided transportation.

– LEVEL 1 OFFENSES –

- 1. FAILURE TO FOLLOW DRIVER'S DIRECTION**
- 2. STANDING, NOT FACING FORWARD, WHILE BUS IS MOVING**
- 3. EXCESSIVE NOISE, MISBEHAVIOR, OR HORSEPLAY**
- 4. FOOD OR DRINK ON THE BUS OUTSIDE OF DRIVER & STATE STANDARDS**
- 5. OTHER FORMS OF MISBEHAVIOR THAT, IN VIEW OF THE BUS DRIVER, CREATE A SAFETY CONCERN**

– LEVEL 1 CONSEQUENCES –

Driver will contact parent & transportation supervisor to alert them of continued issue on bus before a written warning is issued.

FIRST OFFENSE: Written Warning and/or Up to 3 Days Bus Suspension

SECOND OFFENSE: Written Warning and/or Up to 5 Days Bus Suspension

THIRD OFFENSE: Considered Level 2 Consequences

– LEVEL 2 OFFENSES –

- 1. THREATENING COMMENTS**
- 2. DISRESPECTING OTHERS**
- 3. POSSESSION OR USE OF ANYTHING THAT MAY BE CONSIDERED A WEAPON**
- 4. RUNNING BESIDE THE BUS**
- 5. DISTRACTING THE DRIVER**
- 6. USE OF OBSCENE OR PROFANE ACTIONS/LANGUAGE**
- 7. EXTENDING ANY BODY PARTS OUT OF THE WINDOW WHILE BUS IS MOVING**
- 8. THROWING OR SHOOTING OBJECTS**
- 9. VANDALISM OF SCHOOL PROPERTY**
- 10. INAPPROPRIATE USE OF ELECTRONIC DEVICES**
- 11. ANY ACTION THAT THE DRIVER, DIRECTOR, OR PRINCIPAL DEEMS A LEVEL 2 OFFENSE**

– LEVEL 2 CONSEQUENCES –

FIRST OFFENSE: Written Warning and Up to 10 Days Bus Suspension

SECOND OFFENSE: Written Warning and Up to 30 Days Bus Suspension

THIRD OFFENSE: Considered Level 3 Consequences

– LEVEL 3 OFFENSES –

- 1. POSSESSION OF TOBACCO (INCLUDING E-CIGS, VAPES), ALCOHOL or ILLEGAL DRUGS**
- 2. POSSESSION OF A WEAPON (INCLUDING LOOK-ALIKE & TOYS), AMMUNITION, or FIRE**
- 3. ASSAULT, VIOLENCE TOWARD BUS DRIVER OR STUDENT(S)**
- 4. CONFIRMED CASE OF BULLYING**
- 5. FLAGRANT DISREGARD FOR SAFETY**

– LEVEL 3 CONSEQUENCES –

FIRST OFFENSE: Minimum 10 Days Bus Suspension Up to Suspension of Riding Privilege for the Remainder of the School Year and Referral to the School Office for Additional Disciplinary Action

SECOND OFFENSE: Suspension of Riding Privilege for the Remainder of the School Year and Possibility Into the Next Calendar School Year

THIS INFORMATION SERVES AS NOTICE TO PARENTS THAT SAFETY IS OF THE HIGHEST PRIORITY OF MSD of MARTINSVILLE AND THE MSD of MARTINSVILLE TRANSPORTATION DEPARTMENT. THESE STEPS ARE IN PLACE TO RESPOND TO BEHAVIORS THAT CREATE A HAZARD TO SAFE TRANSPORTATION.

PARENT:

PLEASE SIGN AND RETURN THE BOTTOM PORTION TO YOUR CHILD'S BUS DRIVER AS SOON AS POSSIBLE

I HAVE REVIEWED AND DISCUSSED THE MSD of MARTINSVILLE TRANSPORTATION BUS DISCIPLINE REFERRAL PROCEDURE WITH MY CHILD.

Parent Name: _____

Parent Signature: _____ Date: _____

Student Name: _____

Student Signature: _____ Date: _____

BUS # _____