

## General School Transportation Policy Procedures

### Disciplinary Procedures

1. If a student misbehaves on the bus and/or does not cooperate with the bus driver, the driver, as an agent of the carrier, will report the incident to the school principal for appropriate disposition.
  - a. **First Offense**
    - 1) A conference with the student.
    - 2) A written warning will be sent to the parent with the reasons for the warning and the results of the conference.
  - b. **Second Offense**
    - 1) A conference with the student and the student will be suspended from the bus for a period of not more than five days. Such suspension will take effect no sooner than the day following the conference.
    - 2) A phone call and written notification to the parents will be used to keep them informed of the actions of the school.
  - c. **Third Offense**
    - 1) A conference will be held with the student and the student will be suspended from the bus for a period of not less than five nor more than twenty days. Such suspension will take effect no sooner than the day following the conference. The parents must attend a conference with the principal prior to the student being permitted to ride the bus again.
    - 2) A phone call and letter to the parents will be used to keep them informed of the actions of the school.
  - d. **Fourth Offense**
    - 1) The student will be suspended from the bus for 15 days.  
However:
    - 2) Consideration may be given to a suspension of riding privileges on the school bus for more than twenty days. Such suspension must be determined by the School Board. The principal will inform the School Board when a student commits his/her fourth offense.
  - e. **When a student commits his/her fourth and subsequent offenses**, the School Board may impose a suspension of riding privileges up to and including permanent suspension for the remainder of the school year.
2. If a student is suspended from the bus, the student's parents shall have the responsibility of providing transportation to and from school during the period of the suspension.

## APPENDIX EEA-R

3. If a student has been denied the right to ride a school bus for disciplinary reasons, the parent has a right of appeal within ten days of the suspension to the authority that suspended the student's right. Until the appeal is held, the transportation of the student is the responsibility of the parent.
4. Disciplinary consequences may be carried over from one year to the next.
5. This policy shall apply to all transportation under the prerogative of the School District.
6. The transporter and school administrators will implement procedures that will help effectively communicate disciplinary problems. When procedures are changed, the principal will inform the Superintendent in writing.