



CROSSROADS CHRISTIAN SCHOOL

School Bus Policy

(Acknowledgment Form Must Be Signed After Reading)

In keeping with our responsibility for the health and safety of students in our care, CCS has the following school bus policy and rules, which are to be followed by all those riding buses to and from school or for other school-sponsored activities:

1. The bus driver is in charge of the bus and all its passengers, who are to follow the instructions and directions of the bus driver.
2. Students will be courteous to classmates and the bus driver.
3. Parents are responsible for arriving at the bus stop on time and remaining with their child(ren) until the bus arrives for pickup. Students arriving late for morning pickup will be left. Parents arriving late for afternoon pickup will be charged a \$7 late fee for the first three late pickups and will lose bus privileges on the fourth late pickup. (Bus fees are non-refundable under any circumstances.)
4. Parents are responsible for any damage done to the buses by their children.
5. Students are to ride their assigned buses and to be discharged at their designated stops. For other stops or use of another bus, a bus pass, approved by the headmaster and given to the driver, must be obtained in advance through a written parental request.
6. Students will be at their designated bus stops on time.
7. Students will follow safety rules at the bus stops. In particular:
 - a. As the school bus approaches a bus stop, students are to stand and wait at a safe distance for the bus to stop completely and for the door to open before approaching the bus.
 - b. Students leaving the bus must cross in front of the bus at the direction of the bus driver.
 - c. Students are not to interfere with anyone passing to or from a seat.
8. Students will not stand while the bus is in motion.
9. The emergency door will only be opened in emergencies.
10. No smoking or lighting of matches will be allowed on the school bus.
11. Students assigned to a seat by the bus driver are to sit in it.
12. There will be no throwing of objects on the bus.
13. Fighting is not allowed on the school bus (verbal or physical).
14. Students will not play musical instruments on the bus.
15. Students will not transport any article that cannot be held in the lap, or that the bus driver determines to be unsafe, including glass containers.
16. Students will not have in their possession unauthorized items such as knives, clubs, firearms, other weapons, etc.
17. Students will not eat or drink on the bus.
18. No animals will be allowed on the bus.
19. Use of cell phones or electronics (iPods, GameBoys, Nintendo DS's, etc.) will not be allowed.

Procedures for Handling Misconduct on School Buses

1. When an incident of misconduct occurs, the driver will pull the bus to the side of the road (where possible) and stop the bus with lights flashing. The driver will then warn the person(s) involved to stop their behavior and continue en route, if possible. No driver may refuse transportation to a student, nor may the driver discharge any student en route, unless it is the student's authorized stop.
2. In each case, the bus driver will give the student a verbal warning, so that the student understands that what he or she is doing is distracting the driver. Any rules or regulations that are broken are considered an incident and will be reported by the bus driver as such.
3. The bus driver will submit the incident report to the headmaster and a copy will be sent home. A parent or guardian is required to sign the copy and return it to school within three school days. If parents do not return the signed incident report within three school days, the student will not be allowed to ride the bus until the form has been turned in. The headmaster will determine disciplinary measures for each incident report, including whether or not the student will be suspended from riding the bus.
4. Students will automatically be suspended from riding the bus for the following infractions:
 - a. Swearing or obscene gestures
 - b. Striking the bus driver
 - c. Hitting the bus driver with a flying object
 - d. Opening the emergency door
 - e. Earning three incident reports
 - f. Lighting matches or using lighters on the school bus
 - g. Smoking or using alcohol or drugs on the school bus
 - h. Fighting
 - i. Not sitting in assigned seat (if student has been given one)
 - j. Possessing a weapon (knife, club, etc.)
5. Students suspended from riding the bus, after parents have been notified, will not be allowed to ride any bus to or from school. The parents will be expected to provide transportation. Bus fees will not be returned.

REMEMBER:

The driver must report all cases of injury, misconduct, and bus damage to the headmaster in writing, utilizing the appropriate form. Bus drivers will issue a verbal warning to a student before writing an incident report.