

# 2022-2023 SMSD Bus Rider Agreement

The school bus service provided by Stafford MSD is offered freely to all Stafford residents. This privilege is intended to be a safe and enjoyable experience for both students and drivers. In order to maintain an orderly environment on the school bus, it is essential that students know and understand the rules of riding the school bus and conduct themselves accordingly.

This agreement contains the general rules that SMSD expects all riders to follow when riding the school bus. Parents and students are to review the rules and guidelines outlined below so that both parties understand acceptable behavior, and the consequences that may result when these expectations are not met.

This will help bus drivers maintain order on the bus and promote a safer, more enjoyable experience for everyone riding the bus.

## WAITING FOR THE BUS

- Be at your bus stop at least 5 minutes before your scheduled pick-up time.
- Stand on the sidewalk or back from the roadway while waiting for the bus.
- Stand clear of the bus until it comes to a complete stop, and the door opens.

## LOADING THE BUS

- Do not run, push, shove, or skip in line when loading the bus.
- For your safety, please use the handrail as you board the bus.
- Once you're on the bus, go directly to your assigned seat and be seated.
- Objects too large to be held in the lap or placed under the seat may not be loaded on the bus.
- **All students in 5<sup>th</sup> grade and up will need to present their ID badge before boarding the bus.**

## CONDUCT ON THE BUS

- Obey the instructions of the bus driver and be respectful at all times.
- Remain seated, facing forward, with your feet out of the aisle throughout the trip.
- Do not switch seats. (The bus driver is authorized to assign seats.)

## CONDUCT ON THE BUS (CONTINUED)

- Talk at a level that is not loud or distracting.
- Do not stick your head, hands, or any other body part out of the window.
- Keep your hands and feet to yourself at all times. No horseplay or fighting allowed.
- Do not use obscene, vulgar, or offensive language or gestures towards anyone.
- Do not throw objects inside the bus or out of the windows.
- No eating or drinking is allowed on the bus.
- Do not litter, vandalize, mark, cut, or damage any part of the bus.
- **The use of cell phones or any device capable of capturing images is strictly prohibited on the bus.**

## EXITING THE BUS

- Stay seated until the bus is completely stopped at your designated stop.
- Use the handrail and take one step at a time when exiting the bus.
- Exit the bus in an orderly fashion as instructed by the driver.

## PARENT PICK-UP (ELEMENTARY)

- In order to receive students from PK-2<sup>nd</sup> grade, a parent/guardian must be present at the bus stop.
- Younger students may be released with siblings that are in the 3<sup>rd</sup> grade or higher.
- If a responsible person is not at the bus stop, the young student will be returned to their campus.
- **After a student is returned to campus 3 times, they will lose their riding privileges for the remainder of the semester.**

## PROHIBITED ITEMS

- Tobacco, cigarettes.
- Alcoholic beverages, illegal drugs, or chemicals.
- Glass containers.
- Live animals or insects.
- Weapons and explosive devices.
- Matches or cigarette lighters.

## DISCIPLINE

The school bus is an extension of the classroom and discipline will be administered by school principals and assistant principals. The bus drivers will attempt to address student misconduct, however, if the misconduct persists, a referral notice will be submitted to the respective campus of the offending student. After the initial verbal warning is issued by the driver, the campus will assess discipline as follows:

- 1<sup>st</sup> Referral: Warning goes home
  - 2<sup>nd</sup> Referral: Notice goes home, Parent conference\*\*
  - 3<sup>rd</sup> Referral: Notice goes home, 5 days bus suspension
  - 4<sup>th</sup> Referral: Notice goes home, 10 days bus suspension
  - 5<sup>th</sup> Referral: Notice goes home, 20 days bus suspension
  - 6<sup>th</sup> Referral: Notice goes home, 30 days bus suspension
  - 7<sup>th</sup> Referral: Notice goes home, Semester suspension
- \*\* (3-day suspension if unable to setup conference)

In case of serious misconduct that endangers the safety of other passengers and/or the driver, the student(s) will be removed from the bus by a school official or law enforcement officer. The principal and parents will be notified of the situation as quickly as possible.

**Please note: Serious offenses such as fighting, possession of weapons, drugs, or other controlled substances, and making harmful threats to the bus driver or students, may result in the bus rider being immediately suspended from the bus.**

## BUS RIDER INFORMATION

Please sign and return the contract information below to your child's bus driver.

### STAFFORD MUNICIPAL SCHOOL DISTRICT SCHOOL BUS RIDER'S AGREEMENT

Campus \_\_\_\_\_ Grade \_\_\_\_\_

Route #: \_\_\_\_\_

Printed Student's Name \_\_\_\_\_

Printed Parent's Name \_\_\_\_\_

Home Address \_\_\_\_\_

Home Number \_\_\_\_\_

City \_\_\_\_\_

Cell Number \_\_\_\_\_

Email Address \_\_\_\_\_

Emergency Contact Number \_\_\_\_\_

**NOTICE: SMSD buses are equipped with video cameras. Information that is recorded may be used as training material and/or evidence for disciplinary action.**

Parent's Signature \_\_\_\_\_

Date \_\_\_\_\_