

## **NON-INSTRUCTIONAL OPERATIONS**

### Rules for Students Riding School Buses

1. The driver is in full charge of the bus and pupils. Pupils must obey the driver promptly and willingly.
2. Pupils shall ride their regularly assigned bus at all times, unless permission to do otherwise has been granted by the school authorities. School authorities should verify with the drivers the availability of extra seating space and should not issue bus passes for non-regular riders if it will cause standees on the bus.
3. No pupil shall be permitted to leave the bus except at his or her regular stop, unless written permission is given by the principal.
4. Each pupil may be assigned a seat in which he will be seated at all times, unless permission to change is given by the school principal and/or driver.
5. Outside of ordinary conversation, classroom conduct must be observed.
6. Pupils are to assist in keeping the bus clean by keeping their waste paper off the floor. Pupils must also refrain from throwing refuse out of the windows. Eating is not allowed on the bus.
7. No pupil will smoke or light matches on a school bus.
8. No pupil shall open a window on the school bus without first getting permission from the school bus driver.
9. No pupil shall, at any time, extend his or her head, hands or arms out of the windows, whether the school bus is in motion or standing still.
10. Pupils shall not have anything in their possession that may cause injury to another, such as sticks, breakable containers, any type of firearms, straps or pins extending from their clothing. Animals are not permitted on the bus, except for required "seeing eye" dogs.
11. Each pupil must see that his books and personal belongings are kept out of the aisle. Special permission must be granted by school authorities to transport any large items.
12. No pupil will be allowed to talk to the driver more than is necessary.
13. No pupil shall sit in the driver's seat, nor shall any pupil be to the immediate left or right of the driver.

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14. Pupils are to remain seated while the bus is in motion and are not to get on or off the bus until it has come to a full stop.
15. Pupils must leave the bus in an orderly manner and must obey the orders of the school safety patrolman on bus duty. They must not cross the highway until given consent by the school bus driver. When boarding or leaving the bus, pupils should be in view of the driver at all times.
16. Pupils must cross the highway only in front of the school bus and never behind it.
17. Pupils must not stand or play in the roadway while waiting for the bus. Pupils should leave home early enough to arrive at the bus stop before the bus is due.
18. Self-discipline should be exercised by pupils at the bus loading area. Students should refrain from pushing and shoving other students.
19. Pupils who have to walk some distance along the highway to the bus loading zone, where practicable, must walk on the left-hand side facing the oncoming traffic. This will also apply to pupils leaving the bus loading zone in the evening.
20. Pupils are not to run errands between the bus stop and their home.
21. Students' misconduct on a bus will be sufficient reason to discontinue providing bus transportation to those students involved. The provisions of RCW 180-40 Student Rights and Responsibilities code will be followed.
22. Parents of students damaging school buses will be responsible for proper reimbursement to the school district.
23. In the event of an actual emergency, emergency exit procedures, as established by the emergency exit drills, will be followed.