

# Transportation Rules and Regulations

To provide both efficient and effective transportation, the Clinton Township Board of Education has established the following rules and regulations:

## Loading and Unloading:

1. Students shall only board and exit the bus at their assigned stop.
2. Students shall report to their assigned bus stop 10 minutes prior to scheduled pickup time.
3. While waiting at the bus stop, students shall show respect for private property, staying out of flowerbeds, etc.
4. Students shall conduct themselves in a safe, orderly fashion while waiting for the bus.
5. Students shall wait until the bus comes to a complete stop before attempting to board.
6. Parents that drive their child to the bus stop shall not park their car in an area that will prevent the bus from pulling over to the curb to pick up or drop off students.
7. Students shall not deface or damage property while at the bus stop.
8. Students who must cross a road to reach their bus stop shall not cross the road until the driver has stopped the bus, activated the red lights, and the driver has indicated the conditions are safe to cross the road.
9. **All Kindergarten, First, Second and Third grade students will not be allowed to exit the bus if the driver does not see an adult present at the stop. If a parent wishes for their child to be allowed to exit the bus without an adult present, they must forward this information in writing directly to Debbie Krupp at [dkrupp@ctsdnj.org](mailto:dkrupp@ctsdnj.org)**

## Conduct on the Bus:

1. Show respect for the driver at all times and follow his/her direction.
2. Remain seated and in assigned seat until the bus comes to a complete stop.
3. Loud talking, laughing or other unnecessary behavior diverts the driver's attention and may result in a serious accident. Students shall talk quietly to their neighbor when riding the bus.
4. Do not litter or throw anything in the bus or out the window.
5. Students shall not use profanity.
6. Students shall not tamper with the bus or any of its equipment.
7. Any damage caused by pupils riding the school bus, e.g., a cut cushion, a broken window, etc., will be paid for by the students and/or their parents.
8. Students shall keep their head and arms inside the bus when the windows are open and keep aisles clear of feet, books, packages, coats, and all other objects.
9. Smoking is prohibited at all times.
10. Eating and drinking are not permitted on the bus at any time.
11. The driver shall assign seats on the bus. Students are required to sit in their assigned seats.
12. The bus driver is responsible for overseeing the discipline of the students on the bus. In the event of misconduct by the student, the driver will complete a Student Conduct Report that will be submitted to the building principal.
13. Students in vehicles equipped with seat belts shall be required to wear them whenever vehicle is operational.

## Upon the violation of any rules, the following procedures, which may vary depending upon the school, will be followed:

<u>First Offense:</u>	Discussion with the principal or assistant principal.
<u>Second Offense:</u>	Contact with the student's parents.
<u>Third Offense:</u>	Exclusion from the bus for one school day.
<u>Fourth Offense:</u>	Exclusion from the bus for five school days.
<u>Fifth Offense:</u>	Exclusion from the bus for thirty school days and/or other consequences determined by the administrator on an individual basis.

**Serious violations may require skipping steps and imposing immediate extended exclusion from the bus.**

**Note: When a student is excluded from the bus, parents are responsible for transporting the student to and from school.**

## Assigned Bus Routes – Per Board Regulation File Code R8600

Students shall be assigned one seat on one bus route. The assigned seat will be on the route of the child's residence on record. Students may be dropped at another student's house/bus stop on the same bus route, provided that both students have written parental permission to do so.

## Bus Assignment Policy

Students shall only ride the bus to which they are assigned. Students are not permitted to ride another bus for any after school activities, which includes but is not limited to Scouts, visiting a friend, birthday parties, school projects, etc.