

SECTION 600 – Students

**ADMINISTRATIVE PROCEDURE: BEHAVIOUR OF STUDENTS WHILE
RIDING ON BUSES**

<i>PROCEDURE CODE:</i>	<i>632 AP 003</i>
Policy Reference: 632 – School Discipline	

BACKGROUND

Students have the responsibility to act in an appropriate manner while riding on school busses to ensure the safety and well-being of all the students on the bus. Also, students must behave to ensure that the driver's attention can remain focused on his/her driving responsibilities rather than the control of unruly students.

The Division recognizes the responsibility of the school bus driver to maintain appropriate control of students while they are on his/her bus. Each school principal has the responsibility and authority to support the bus driver in the above responsibility.

PROCEDURE

1. First Complaint:

If the bus driver has difficulty with a student such that the student does not behave himself upon receiving a verbal warning from the bus driver, then the bus driver should report that student to the school principal or designate. The principal or designate will issue a reprimand to the student with a warning that the next time he is reported, a suspension from riding the bus may well occur. A letter will be sent home advising the parents of the student's misbehaviour and the consequences of any further occurrences.

2. Second Complaint:

If the bus driver has continued difficulty with a student, the driver should report such problems to the school principal or designate. The principal or designate will investigate the complaint and, if warranted, may suspend the student from riding the bus for up to five school days. A letter regarding the suspension will be forwarded to the parents, with a copy to the Superintendent of Schools.

3. Third Complaint:

If the student again causes difficulty for the bus driver during the remainder of the school year, then the driver will again report the concern and circumstances to the school principal or designate. The principal or designate will investigate and, if warranted, may recommend to the Superintendent of Schools that the student be expelled from riding the school bus for the remainder of the school year.

4. Complaints and penalties will be on a school-year basis.

Note: When circumstances warrant, the principal could immediately consider an issue as a second or third complaint.

Approved: May 17, 2005

Revised: December 17, 2013

