

Policy Manual - Students

S.T.02 Student Conduct on School Buses - PROCEDURES

The Hamilton-Wentworth Catholic District School Board believes in safe transportation for its students, which requires appropriate student conduct.

This procedure has been developed in accordance with the principles defined in Board Policy ST.02 Student Conduct on School Buses and provide expectations regarding student conduct. It also outlines the expectations of the Principal, school bus driver and Hamilton-Wentworth Student Transportation Services regarding student conduct on buses.

Riding a school bus, whether for home to school transportation, on a school-related activity such as a field trip or a sports/extracurricular event, is a privilege and not a right. The school bus is an extension of the school and all Board policies and expectations and the expectation of the Code of Student Conduct and Discipline (S.M.09) apply to each student while riding a school bus.

The student shall:

1. Arrive at the bus pick-up location at least 5 minutes prior to the scheduled pick-up time shown on the bus schedule;
2. While waiting for the bus, respect private property. Failure to do so may result in the bus stop being moved to another location;
3. While boarding the bus, remain in a single line and refrain from pushing which may result in injury;
4. Remain seated at all times while the bus is in motion;
5. Obey the instructions of the bus driver. The first responsibility is to the bus driver. Show the same courtesy, respect and obedience to the bus driver as they would extend to their teachers and parents;
6. Avoid all excessive disruptive behaviour which may distract the bus driver and thus endanger all persons on the bus;
7. Respect the bus owner's property and refrain from any damage to it;
8. Keep the aisles clear at all times;
9. Keep his/her hands, legs and head inside the bus;
10. Not touch emergency doors or exits. Open windows only if given permission by the bus driver;
11. Ensure the safekeeping of his/her personal belongings; and,
12. Be responsible to the principal of the school that he/she attends for his/her conduct while travelling on the school bus.

DISCIPLINARY ACTION

1. While riding on the bus, students are responsible to their principal. Therefore, the following steps should be taken for disciplinary actions:
 - i) The driver shall warn any student who misbehaves on a school bus;
 - ii) If a misbehaviour is repeated, the driver shall notify the principal and Hamilton-Wentworth Student Transportation Services in writing. The principal will interview the student and warn his/her parents that further repetition could lead to the loss of riding privileges;
 - (iii) Where parents have been notified and where the misbehaviour is repeated, the principal may suspend the student's riding privileges for a determined period of time. In such case, the parents and Hamilton-Wentworth Student Transportation Services will be notified in writing of the suspension which shall remain in force until determined otherwise by the principal; and,
 - (iv) Should there be any further misbehaviour, the principal may suspend the student's riding privileges for part of, or the rest of, the school term. The parent may appeal the suspension of bus riding privileges to the Board through the appropriate supervisory officer.