



KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

ADMINISTRATIVE REGULATIONS

Section: Business and Administrative Services

• Transportation

Regulation Code: BA-8.4.2

Regulation: SAFETY AND CONDUCT ON SCHOOL
BUSES: SCHOOL BUS DISCIPLINE

Policy Code Reference: BA-8.4
Page 1

This administrative regulation is written in accordance with the guiding principles in Board Policy No. [BA-8.4, Safety and Conduct on School Buses](#).

1. School Bus Discipline

- 1.1 All students shall, while travelling on a school bus, behave in accordance with the "Rules of Conduct on School Buses" as described in Administrative Regulation No. BA-8.4.1. Students must obey the bus driver.
- 1.2 A student shall never be "put off" a bus between the school and the student's home. Should an incident occur on the way home that the driver feels could escalate the next morning, the driver shall contact the school principal to discuss. The principal may request the parent(s)/guardian(s) to transport the student the next morning and attend a meeting at the school with the principal, or designate, to discuss the incident.
- 1.3 For offences deemed by the principal as dangerous (e.g. an action that could endanger the safety of other passengers) immediate action shall be taken, including an automatic indefinite removal of bus riding privileges without following the usual four step process outlined in the Student Behaviour Report form.
- 1.4 Penalties for misconduct may not necessarily be exclusively restricted to the removal of bus riding privileges. Following consultation with affected parties, the principal may deem it more appropriate for the student to participate in community service work, attend an in-school safety/discipline program as devised by the school, etc.
- 1.5 For offences that are deemed criminal as defined by the police, the driver shall contact the operator immediately who will in turn contact the police. The police will then advise as to whether they will investigate at the scene, at the school or another appropriate alternate location. The operator shall inform the school and Student Transportation Services of Central Ontario (STSCO) as to where the investigation will take place and who is involved. The school in consultation with the operator and police will determine which family(s) shall be contacted.
- 1.6 In the event that a student has bus riding privileges removed, it is the responsibility of the parent(s)/guardian(s) to ensure that the student attends school.

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Policy Code Reference: BA-8.4

Page 2

- 1.7 The principal shall be responsible for filing all Student Behaviour Report forms. All forms shall be discarded at the end of the school year unless the removal of bus riding privileges carries over from one school year to the next.
- 1.8 On field trips/excursions, the teacher and/or appointed adult, riding on a school bus, shall be responsible for the conduct of students. However, the teacher/adult shall not be permitted to alter the normal rules of conduct for student transportation without the agreement of the driver.
- 1.8.1 If, in the opinion of the driver, the conduct of the students on the bus is unacceptable, the driver shall stop the vehicle and consult with the teacher/adult concerned to request acceptable conduct from the students.
- 1.8.2 If subsequently, in the opinion of the driver, the conduct of the students is still unacceptable, the driver will stop the vehicle, and when order has been restored, return to the school. The driver will then make a report to the principal.

NOTE: In all references to principal above, the principal may designate a staff member responsible for such duties.

2. Student Behaviour Report Form

Incidents of misconduct shall be reported by the driver to the principal immediately using the prescribed Student Behaviour Report form. Copies of the form shall be provided to the driver/operator, parent(s)/guardian(s) and principal/designate.

Drivers/operators shall be kept informed of the actions taken by the principal/designate following the submission of a Student Behaviour Report form.