



# TRANSPORTATION SAFETY AND DISCIPLINE

## School Transportation Safety and Discipline

School transportation is an essential part of the education process of our school system. We aim to provide safe, efficient transportation to and from school and school events for all passengers.

Appropriate student conduct on the bus is an essential ingredient in achieving this goal. A severe safety hazard develops when a bus driver's attention is diverted because of misconduct.

Receiving transportation is a privilege, not a right. However, along with the privilege, students and their parents/guardians accept the responsibility to abide by the local school board's rules, regulations, and policies. This pamphlet explains the rules, regulations, and policies of the Clarksville-Montgomery County Schools regarding student conduct while traveling on school system buses.

## Rules and Regulations

The rules and regulations regarding acceptable student conduct have been approved by the School Board and are listed in the Student Code of Conduct. STS-M001

School children transported on a bus are under the bus driver's supervision, direction, and control. They shall be subject to discipline by the student's School Administration.

The bus driver shall be competent and fair in dealing with students. The driver shall plan and provide all students with the safest and least troublesome journey to and from school.

To ensure safe transportation while traveling on a bus, specific rules for students were established by the Transportation Department and have been adopted by the CMCSS School Board.

For required Bus Conduct Reports, the Transportation Department gathers all data pertaining to the write-up. It is sent to the student's School Administrator, who will conduct an investigation if needed and administer discipline according to the code of conduct. TRN-P013 sec 5.0

## BUS RULES

1. The driver must be totally in charge. Students must follow the bus driver and respond quickly to the instructions.
2. Each student shall be seated immediately upon entering the bus in the place assigned by the driver.
3. Remain seated while the bus is in motion and stay seated until the bus reaches its designated stop.
4. Keep hands and feet to yourself: no fighting, non-verbal altercations, or physical violence on the bus.
5. All buses are a bully-free zone. CMCSS takes bullying very seriously and has a zero-tolerance rule when pertaining to bullying, which is state reported. INS-P029, INS-P030
6. Using illegal drugs, tobacco, eating, chewing gum, or drinks on the bus is prohibited. Animals, oversized objects, as well as glass containers are not permitted.
7. Students must observe classroom conduct. Ordinary conversation is permitted. Loud, boisterous gestures or indecent behavior shall not be tolerated.
8. Students must keep the aisles clear of items. If students must bring large personal items on the bus with them, they must hold them in their lap, according to TRN-A018.
9. A student will never put their hands, head, or other body parts out the window.
10. The student is responsible for any damage to the bus seats, windows, etc., and must pay for the damages. (see Vandalism of School Buses session)
11. Students are asked to use the handrail when getting on and off the school bus.
12. If students cross the street to board the bus, they must wait for the driver's signal. They must cross ten feet in front of the bus.
13. Students are expected to do the following: A) Be on time at the bus stop (five minutes before scheduled arrival.) B) Never run to catch the bus. C) While waiting for the bus, stay clear of the roadway.
14. A cell phone may only be out to listen to music or programs using one earbud.

Failure to follow these rules and regulations may result in suspension from transportation. In addition, parents must assume responsibility for their children's behavior while children are riding the bus. If permission to ride the bus is revoked, the parent must provide transportation to and from school for the duration of the suspension.

## Helpful Numbers

Transportation      931-358-4089      EXT.

TRANSPORTATION FRONT DESK:      4200

### General Questions

- Routing
- Bus Stops
- Bus Registration

STUDENT BEHAVIOR:      4236

Safety & Discipline Coordinator

TRANSPORTATION SAFETY HOT LINE:

Admin. Asst. Cust. Concern Rep.      4233

Critical Safety Cust. Concern Rep.      1150

**To Report the Unsafe Operation of CMCSS School Buses Call (931) 820-1150**

## VANDALISM OF A SCHOOL BUS

HIGH, MIDDLE, AND ELEMENTARY
First Offense: Any student caught damaging the seat, or any other bus equipment, will be suspended from riding any bus within CMCSS until restitution is made, either by the student or parent/guardian.
Second Offense: Any student caught damaging the seat or any other bus equipment the second time must pay for the restitution of the damaged item and be suspended from riding the bus for the remainder of the school year. If the offense occurs during the second semester of the school year, the student shall be suspended for the first semester of the following year.
Third Offense: Any student caught damaging the seat or any other bus equipment the third time must pay for the restitution of the item and will be suspended from riding a school bus for the remainder of their school career.
<i>Students shall become ineligible for transportation when their behavior causes hostility on a school bus, disobey state laws or local rules and regulations pertaining to student transportation, or threaten the health and safety of other occupants.</i>

## Disciplinary Expectations and Procedures

We all want the students to have a positive experience on the school bus, and for that to happen, we have to make sure that each student is aware of the proper conduct for the bus transportation outlined in the Student Code of Conduct. SMS-M001

### Category 1 - Minor Offenses on School Buses

HIGH	MIDDLE	ELEMENTARY
First Written offense - office referral: Warning & Parent communication.		First & Second Written Offense - office referral: Warning and Parent Communication
Second Offense: Recommended one-day bus suspension; additional days at the discretion of the principal.		
Third Offense: Recommended two-three day bus suspension; additional days at the discretion of the principal and a referral to the school counselor.	Third Offense: Recommended one-day bus suspension; additional days at the discretion of the principal and a referral to the school counselor.	
Fourth Offense: Recommended three-five day bus suspension; additional days at the discretion of the principal, and a referral to a school counselor.	Fourth Offense: Recommended two-three day bus suspension; additional days at the discretion of the principal, and a referral to a school counselor.	
Fifth and any following Offenses: Warrants a long-term (10+ days) bus suspension; additional days are at the discretion of the principal, and a referral to a school counselor.	Fifth Offense: Recommended three-five day bus suspension; additional days at the discretion of the principal, and a referral to a school counselor.	
	Additional Offenses: Warrants a long-term (10+ days) bus suspension; additional days are at the discretion of the principal, and a referral to a school counselor.	
<p>Explanation: Minor Category 1 offenses are infractions that are considered non-threatening, non-harmful, or do not violate the safety of fellow students or the bus driver; these include, but are not limited to, improper boarding/departing procedures, rude or annoying conduct, or unnecessary noise/littering/eating/drinking/taunting.</p> <p>CMCSS.net&gt;Student &amp; Parents&gt;Code Of Conduct</p>		
Copies of all warnings will be given to a Parent/Guardian, Principal, and Transportation.		



## Category 2 - Minor Offenses on School Buses

HIGH, MIDDLE, AND ELEMENTARY
<p>First Offense: Recommended two-three day bus suspension, additional days at the discretion of the principal, and a referral to the school counselor.</p>
<p>Second Offense: Recommended three-five day bus suspension, additional days at the discretion of the principal, and a referral to a school counselor.</p>
<p>Third Offense: Recommended five-ten day bus suspension, additional days at the discretion of the principal, and a referral to the school counselor.</p>
<p>Fourth and Any Following Offenses: Warrants a long-term (10+ days) bus suspension, additional days are at the principal's discretion, and a referral to a school counselor.</p>
<p>Explanation: Minor Category 2 offenses are infractions that do NOT require any prior written warning and are considered unsafe conduct; these include, but are not limited to, smoking, vaping, drug or alcohol use, and destruction of property.</p> <p style="text-align: center;">CMCSS.net&gt;Student &amp; Parents&gt;Code Of Conduct</p>
<p><i>Copies of all warnings will be given to a Parent/Guardian, Principal, and Transportation.</i></p>

## Major Offenses on School Buses

(Mandatory suspension from the bus for all suspension offenses below)

HIGH, MIDDLE, AND ELEMENTARY
<p><u>Standing, walking, or sitting in the bus aisle while the bus is at travel speed is strictly prohibited.</u> A bus suspension of three to ten days is required (the length of suspension is at the principal's discretion), including a referral to the school counselor.</p>
<p><u>Throwing objects in or out of the bus, at the driver, at the windshield, or into the driver compartment.</u> A bus suspension of three to fifteen days is required (the length of suspension is at the principal's discretion), including a referral to the school counselor.</p>
<p><u>Inflammatory remarks directed toward or at the driver (profanity, vulgar language, racial slurs).</u> A bus suspension of five to fifteen days is required (the length of suspension is at the principal's discretion), including a referral to the school counselor.</p>
<p><u>Fighting on the school bus (non-verbal altercation, physical violence.)</u> A recommended bus suspension of five to fifteen days is required (the length of suspension is at the principal's discretion), including a referral to the school counselor.</p>
<p>Explanation: Offenses that jeopardize the safety of students on the bus are taken very seriously. These offenses are given without any prior warnings. Disciplinary actions will be based on the Student Code of Conduct (SMS-M001), with the length of suspensions at the principal's discretion.</p>