

FLAGLER COUNTY PUBLIC SCHOOLS



Code of Student Conduct

2011-2012 School Year

School Board Approved November 15, 2011

**Ms. Janet Valentine
SUPERINTENDENT**

CONDUCT ON SCHOOL BUSES

In General

1. Busses should be considered “mobile school sites” where students are expected to be on their best behavior. Bus drivers should be treated and respected just as teachers and administrators are.
2. Anytime you are riding a school bus, you are being audio/video recorded. School bus surveillance videos are considered “student records.” Student records are confidential and are not subject to disclosure and release under the Sunshine Law. Only a student and/or his or her parent may request release and view records that qualify as “student records.” The rights of a student and his or her parent protect both the student’s access to those records and the student’s privacy interests in the content of those records. School video recordings which include multiple students cannot be released to an individual parent as the tape contains “records” of all recorded students.
3. You must ride your assigned bus. Switching buses is not permitted.
4. Parents are responsible for their child's behavior at the bus stop and should be present to ensure appropriate behavior prior to the arrival of the bus in the morning and after the departure of the bus at the end of the day. School officials have jurisdiction at bus stops. Bus drivers may issue bus referrals based on behavior observed at bus stops, and administrators may investigate and discipline accordingly. In addition, behavior not directly observed at bus stops, but reported and confirmed by witnesses, may be acted upon.
5. Students are to be on time 10 minutes prior to bus arrival and stand off the roadway. If you cause any damage to the bus or another vehicle, your parent shall be responsible to pay for the damage. You can be disciplined for doing anything at the bus stop which violates the code of conduct.

Florida Statute 1006.10 Authority of school bus drivers; school district duties.

The school bus driver shall have the authority to control students during the time students are on the school bus, but shall not have such authority when students are waiting at the school bus stop or when students are en route to or from the school bus stop, except when the bus is present at the bus stop.

You must wait for the bus to come to a stop and then walk in front of the bus to get on the bus. *Riding the bus is a privilege. Do not abuse it.*

Things You Cannot Bring on a Bus: glass containers of any kind, sharp objects, balls, bats, roller skates or blades, toys (examples: game boys, video games, silly string, cards of any type), cutting instruments of any kind, any large or bulky item that interferes with proper seating of students (examples: large musical instruments *defined as those that the student is not able to hold on his/her lap and/or impedes the driver, walkway, or adjacent seat*), scooters, skateboards or athletic equipment, any animal, batons, drum sticks, tennis rackets (unless in proper carrying case), electronic equipment (examples: walkmans, CD players, DVD players, MP3 players, laser

pens, voice recorders, or cameras with flash), fire arms, stink bombs, tobacco products, lighters, matches, lighters fireworks, or illegal drugs, cologne, nail polish, hair spray, spray paint, or chemicals, food, candy, gum or drinks other items prohibited elsewhere in the *Code of Student Conduct*.

A cell phone **MUST** be turned off and kept out of sight (i.e. inside a pocket, a book bag, a purse, or similar container) while on the school bus. Violators will be subject to disciplinary measures. If a student uses a cell phone while on the school bus (including text messages) or the device is on and emits any ring tone or other noise, (i.e. vibration), it will be confiscated. Violators will be subject to disciplinary measures. The school bus driver will turn the student's name into the Principal or designee who will confiscate the cell phone. Repeated offenses will result in contact with the parent to pick up the cell phone.

Rules While on the Bus

The bus driver is in charge. You must obey the driver at all times. You must tell the bus driver your correct name when asked. The bus driver and school will keep a seating chart. You will be disciplined if you do not follow all district and school rules and the following special rules:

- * sit in your assigned seat and use the seat belt if available
- * stay seated at all times while the bus is in motion
- * do not put any part of your body outside the bus windows
- * do not distract the driver with loud conversation or noises
- * do not eat or drink on the bus
- * maintain absolute silence at all times when the overhead dome lights are on for railroad crossings
- * do not throw any items on the bus or out of the bus windows
- * do not mark, cut, or damage bus seats or the bus itself
- * do not display signs from the bus
- * do not use obscene language or gestures

The following infractions will result in a bus suspension and/or suspension from school up to 10 days: possession of weapons, illegal drugs, tobacco products, laser pens, students involved in fighting, vandalism, profanity towards driver, use of matches, lighters or fireworks, sexual harassment, throwing of objects in or out of bus, and use of any object or situation causing a safety problem.

Discipline If Students Do Not Follow the Rules

Violation of District School Board transportation policies, including disruptive behavior on a school bus or that is a witnessed act at the school bus stop with the bus present (FS 1006.10) by a student, is grounds for suspension of the student's privilege of riding on a school bus and may be grounds for disciplinary action by the school and may also result in criminal penalties being imposed.

The School Board believes that all students, as well as the bus driver, should be able to ride safely on school buses. Therefore, if students misbehave, they will be removed from the bus. If you commit minor infractions, the school bus driver has the authority to address your behavior appropriately. If you cause repeated problems on the bus by doing something the bus driver

considers a more serious rule violation, the bus driver will report you to your school Principal/designee. The bus driver will give the school a written referral about what you did. School administrator/designees can take any of the following disciplinary steps against you for misbehaving at a bus stop or on a bus, and will notify your parent/guardian, on an approved form when they take any of these steps:

1. Warn you that your behavior is not allowed and if repeated, will result in further discipline as well as suspension of your bus riding privilege.
2. Discipline you the same as if you had misbehaved at school (detention, ACE/ICE room, Saturday school, suspension, expulsion, etc).
3. Suspend you from riding the bus if prior warning and other discipline have not improved your behavior. You can be suspended for up to ten (10) days at a time.
4. Expel you from riding a school bus if previous discipline has not worked or if you commit a serious offense. The process by which you are expelled from riding the bus is the same as the process for being expelled from school. The principal/designee makes a recommendation to the Superintendent, who then recommends it to the School Board. Even if you transfer to a new school, you will be held responsible for any previous incidents of bus misconduct from your previous school. (See the section on “Expulsion” for details of the expulsion process.)

Flagler County School District Bus Incident Procedures

Step 1 – Verbal Warning Parent/ Guardian Contacted

1. Students who misbehave or who demonstrate potentially unsafe behavior shall receive a verbal warning on a bus incident report form.
2. The student’s signature in the provided space acknowledges the formal warning. If the student refuses to sign the warning, the driver documents the refusal on the form, and provides this information to the appropriate school personnel and transportation office.
3. The driver shall telephone the student’s parent/guardian to seek help in correcting the student’s behavior. The student’s behavior will be described in the comments section, and the driver shall write the date, time, student’s name, name of the person spoken to, and a brief description of the conversation.
4. After two attempts, if a driver is unable to make contact with the parent/guardian by telephone, the driver must document the attempt and result on the referral and request assistance from the appropriate school administrator/designee for his/her assistance.
5. After any step, a student’s behavior must become acceptable immediately and remain acceptable for the remainder of the school year.
6. If an additional incident occurs, the next step will be taken.

Step 2 – Written Notice to Parent/Guardian

1. Written notice shall be sent home if a student’s behavior has not become acceptable immediately.
2. Student will go to Step 3 if the written notice is not signed and returned to the driver or school within 48 hours after contact is made.

Step 3 – Administrative Referral

1. Students who continue to violate bus rules, possess contraband, and jeopardize the safety of others will receive an immediate referral to the school administrator/designee.
2. After presentation of documentation by the driver to the administrator/designee, it is the authority of the school administrator/designee to determine cause for suspension or

recommendation of expulsion. Based on the infraction, suspension time is determined by the school.

NOTE: Riding the bus or attempting to ride the bus while on suspension could result in another referral, loss of bus riding privileges, and referral to the School Resource Deputy for a trespass warrant.

Due to safety concerns, penalties for not wearing a seat belt, when it is part of the available equipment, or unbuckling a seat belt prior to the arrival at school will result in:

Step #1 – Verbal warning and phone contact to the parent

Step #2 (next offense) – Suspension. Suspension for first offenses after a warning will be three (3) days; five (5) days suspension for subsequent violation and ten (10) days suspension for repeated misconduct.

Appeal of Bus Suspension

Your parent may appeal a bus suspension by calling the school principal/designee. The parent must come to the school and have a conference with a school administrator/designee and a representative from the transportation department/district office as part of the appeal. You may be permitted to ride a bus pending the outcome of your bus suspension appeal as long as there are no additional incidents of misconduct.

If expulsion has been recommended, you cannot ride a bus until the School Board rules on your expulsion. If you engage in violent or very unsafe behavior while riding the bus, the school shall additionally suspend your bus riding privileges until the school can hold a conference with your parent. The school will then determine whether to take additional disciplinary steps, including bus expulsion, and whether to impose further rules for your return to bus riding

A helpful brochure for bus expectations and general information may be accessed at http://www.fapflorida.org/ManualandPub/AWTYBrochure_2010.pdf. If you would like a hard copy of this brochure, please contact the Transportation Department at (386) 586-2145.