## **Bus Guidelines**

Students must follow the bus rules, which will be posted inside each bus. Any violations will be reported immediately to the parent and the appropriate division principal. Students who do not abide by these rules may be temporarily suspended from the service or denied continued use of the bus service.

- Students should be on time for pick-up and drop off times in order to respect the school schedule and other fellow students. Drivers cannot wait for students who are running late, nor can they use the horn or ring the doorbell to announce their arrival;
- Students under the age of 12 should be in the company of an adult while waiting for the morning pick up and when left by the bus for afternoon drop off;
- Students must sit in their assigned seats with their seat belts securely fastened at all times;
- Food, drinks and chewing gum are prohibited on the bus;
- Students need to take their seat quickly. If they're not sitting when the bus starts up, they could get thrown down, and potentially hurt themselves;
- Proper behavior is mandatory and the posted bus rules must be followed at all time. All
  expected behaviors outlined in the Student-Parent Handbook also apply to bus riders;
- Students are liable for any damage to the bus, including seats, caused by their actions;
- Students are expected to follow the bus driver's instructions promptly and courteously without exception. Rudeness will not be tolerated.
- Students must also demonstrate respectful behavior to other fellow students on the bus. Reports of misbehavior will be followed up;
- Students should wait well clear of the roadway until the bus has come to a complete stop;
- Students should exercise caution when leaving the bus and do so in an orderly fashion. They
  should keep away from the side of the bus as it pulls away and wait for the bus to depart before
  crossing the street;
- Children who are not respectful and do not follow bus rules will receive a warning first, and if
  necessary have a meeting with the appropriate division principal. Repeat offenders will
  relinquish their right to travel on the school buses and parents forfeit any unused balance of
  funds;
- Students should keep their bags on the floor, not worn or placed on seats. Personal belongings must be kept out of the aisles at all times;
- Students are not allowed to open the doors of the bus; this is the responsibility of the driver.