

JKCS Bus Use Code of Conduct

As Bussing may be required for school trips, all JKCS families are required to read and sign this form.

In the continued concern for the safety of our students utilizing the bus service, the following rules and procedures have been established and must be adhered to by all students of JKCS.

- Students are to be at their designated bus stop **five** minutes before the established arrival time. The bus is not able to wait for late arrivals.
- After the bus has come to a complete stop, students will line up to board. The bus may not be boarded unless the driver is present. Designated seats may be assigned.
- Students must remain seated until reaching their destination and may stand to disembark only after the bus is completely stopped.
- Students must obey the driver in every situation pertaining to these rules and procedures.
- Students are expected to behave in a Christian manner. They must show courtesy and consideration while riding the bus. Shouting, loud talk, gossiping, spitting, name-calling, rowdiness, scuffling, fighting, and destructive behaviour in any manner will not be tolerated.
- The use of obscene gestures or foul language will result in immediate suspension of a student from the bus by the principal or vice-principal, in consultation with the bus driver, for five consecutive school days.
- Students must keep their head, hands, arms and legs inside the bus.
- Students must not throw anything out the windows of the bus.
- The aisle must be kept free of all materials including knapsacks, bags, etc. at all times.
- Gum chewing, eating and drinking is not permitted on the bus.
- Students must not litter the bus with food or other debris.
- It is forbidden to touch the emergency exit controls, unless directed by the driver.
- A student may be suspended from the by the principal or vice-principal, in consultation with the bus driver, without warning or notice, when his/her behaviour is deemed serious in nature.
- The school is not responsible for the students' conduct before boarding (from home), or after disembarking the bus (from school).
- Unless the school office or bus driver has been advised in writing, students must board the bus at the school in the afternoon and disembark at his/her designated stop.
Parents/guardians: please do not call the school right before the buses leave to tell your child/children not to go on the bus unless it is an absolute **emergency**. Such arrangements need to be made before the start of a new school day and a note should be sent stating that children are not to go on the bus in the afternoon. Parents/guardians are to be at the designated stop **five** minutes before the established arrival time of the bus.
- It should not be assumed that students may ride a different bus to attend a birthday party, etc.; however, in some cases this can be accommodated and parents/guardians should discuss the situation with the bus driver and teacher several days in advance.

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- If a family is not utilizing the bus on a consistent basis (except for sickness or vacation), the transportation committee shall have the right to discontinue the bus stop, as appropriate, as long as other families are not utilizing that stop. A "consistent basis" shall be defined as a minimum of three days per week.
- If any student violates any of the above rules and procedures, the office will issue a bus passenger conduct slip, listing the child's name, the date, reason for the report and the number of times the child has been reported. After the third offense, the student will be suspended from the bus for five consecutive school days. On the first offense following the second suspension, the student will not be allowed to use the bus for the remainder of the school year and will be required to find another means of transportation.

Please sign and return this form to the school

Family Name (Please Print)

I have read the JKCS Bus Use Code of Conduct and reviewed it with my children

Signature of parent/guardian

Date

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