



★ Committed to Excellence ★

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### **Safe Ride Program Components**

- A hierarchy of the discipline structure starting with the bus driver.
- A Safe Ride Contract signed by the parent and student.
- Briefing from each bus driver at the beginning of school to review the bus rules and riding expectations with reviews throughout the school year.

How the program works: The program promotes **instant accountability** for unsafe behavior as shown below.

### **Unsafe Behavior on the Ride Home**

1. If unsafe behavior occurs before the bus leaves the school, the student will be provided with two options:
  - a. Correct the behavior and continue home (*behavior documented*) or
  - b. Be referred to the school administrator to be removed from the bus and sent to the office to contact their parent to pick them up.
2. If unsafe behavior occurs after the bus leaves the school, the bus driver will contact the school administrator. The school administrator will assess the situation and then make a determination on either returning the student back to school or continue on.
3. If either of the above instances occurs, the Graduated Discipline Plan will be in effect.

The program also includes a defined and graduated discipline plan to encourage the student to make better behavior choices.

### **Graduated Discipline Plan**

**1<sup>st</sup> Offense:** Referral submitted to school and school administrator contacts the Parent to explain the unsafe behavior. Student will be re-assigned to the front of the bus for one (1) week

**2<sup>nd</sup> Offense:** Referral submitted to school and school administrator contacts the parent to explain the unsafe behavior. Student will be re-assigned to the front of the bus for two (2) weeks.

**3<sup>rd</sup> Offense:** Referral submitted to the school with a recommendation for bus suspension. Upon return, student will be re-assigned to the front of the bus for one (1) week.

**4<sup>th</sup> Offense:** Referral submitted to the school with a recommendation for bus suspension. Upon return, student will be re-assigned to the front of the bus for two (2) weeks.

**5<sup>th</sup> Offense:** Referral submitted to the school with a recommendation for bus suspension. A conference will be set up within five (5) days with the parent, student, school administrator and transportation staff to discuss possible bus suspension for the remainder of the year. A recommendation will then be submitted to the District Office.

Students should observe the following Safe Ride Rules established by Westchester Public School District 92½ . These rules are posted on all school buses:

1. Arrive at the bus stop five minutes before scheduled arrival time, properly dressed for the weather.
2. Students are to wait at the bus stop in an orderly manner.
3. Remain at a safe distance from the bus until it is stopped and the door is opened (outside the danger zone).
4. Once you have exited the bus students should never reenter the danger zone (10 feet around bus).
5. The driver is in complete charge and will assign seats. The driver is to be respected at all times.
6. Remain seated and out of the aisle while riding the school bus and make as little noise as possible (do not shout).
7. Do not put your arm, leg or head outside a window.
8. Windows should be open no more than the indicated amount.
9. Do not throw objects.
10. Respect others (do not push or hit) and their property, and do not use vulgar language.
11. Do not eat or drink on the bus, littering on the bus will not be tolerated.
12. No vandalism will be tolerated (the parent is financially responsible for vandalism caused by their child).
13. Use only the bus (and bus stop) to which the student is assigned.
14. Maintain complete silence at railroad crossings.
15. In case of an emergency, follow the directions of the bus driver or the police if the driver is unable to give instructions.
16. Do NOT tamper with bus equipment, or the emergency exits.
17. Harassment and Bullying is prohibited at all times.
18. Parents required to be at the bus stop for younger children are to be there five minutes prior to bus stop scheduled time.
19. The driver is in complete charge of cell phone usage on the bus. If requested to put cell phone away the student should comply immediately.