



Bussing Policy

BUS RULES:

The school bus rides are an extension of the school day and as such are governed by the same code of behaviour as the time at school. Pupils are expected to conduct themselves as they would at school.

1. Be at the bus stop prior to the bus arrival (5 min early) and do not abuse the privilege of waiting on or near private property, acting respectfully to each other.
2. A parent must be at the stop unless there is a child that is in **grade 3 or older**.
3. Go directly to your seat and remain seated for the duration of the trip. The bus driver is responsible for the safety and discipline of the passengers and, therefore passengers are expected to obey the driver's instructions.
4. In the event of delays or cancellations, your principal will disseminate information as it comes. Always exercise **patience** as any number of things can cause delays.
5. Do not talk back or argue with the driver, and avoid distracting the driver unless absolutely necessary.
6. No smoking, drinking, fighting and using profane, loud and abusive language, as well as all forms of obnoxious behavior. Also, and especially, **NO EATING ON THE BUS**. Some pupils have special dietary concerns and must pay special attention to their diet. The Staff at the school are aware of these concerns and can deal with problems if they arise; but while on the bus, these pupils may be put at risk if they eat or are exposed to the wrong food.
7. The Principal will arrange the seating at the beginning of the year and will adjust from time to time to keep problems to a minimum.
8. Do not open or close windows without permission. Also, do not throw or stick anything out of the window.
9. Respect the bus equipment.
10. For use of electronic devices refer to the Student Use of Electronic Devices Policy as found in the Handbook.
11. Parents must request a change in drop-off point **IN WRITING** to avoid requests by students that are not authorized by the parents.
 - a. *A note to the bus driver is sufficient to request a change along the regular route.*
 - b. *In case of a birthday party, the hosting parent must inform the driver and Principal of whom and how many students will be coming. If there are too many, the parent may have to arrange to be picked up at the school because we cannot guarantee room on the bus for extra groups of students.*

12. Hockey sticks may be brought to school in the fall, but must be left there until spring. The Staff will inform the students when they may bring them.
13. Skates may be brought on the bus on skating days in bags or with skate guards on.

BUS DISCIPLINE:

The Board will appoint on an annual basis one Staff member, (“Bus Contact”), who will have the duty to ensure that all situations which arise as a result of the bus rides are dealt with in good order. The Bus Contact will receive all calls by parents or others, and all reports by bus drivers relating to behavioural problems and forward them to the student’s teacher to be dealt with. If the infraction is minor in nature, the teacher can deal with it him/herself. If it is, or becomes, a more serious situation, the Bus Contact, in consultation with the teacher, will deal with the problem according to the procedures as laid out in the discipline policy.

In addition to the corrective behaviour outlined in the discipline policy, bus privileges may also be suspended if deemed appropriate. Suspension of bus privileges does not mean suspension from school, and parents are responsible for bringing their children to school.

All situations of a serious nature will be documented and the Transportation Committee will be kept informed in case follow-up is required.

1. In matters of bus safety (i.e. interfering with the bus driver, throwing objects and standing up while the bus is in motion), will not be tolerated. The student will be admonished and their parents will be informed. If this does not rectify the problem, and it occurs again, the student will be admonished, the parents informed, and the student’s BUS PRIVILEGES will be suspended for up to three days.
2. In matters of offensive language, bullying, or unchristian conduct, the student will be admonished and his/her parents will be informed. If the incident occurs again, the student will be admonished, the parents informed and the student will be suspended from SCHOOL for up to three days. If the problem is still not rectified, the suspension will be lengthened. Parents - it is your responsibility to correct your child and see that it does not occur again.

All calls for the Bus Contact are to be made to the school during school hours.

Please remember- our bus drivers are employees of Switzer-Carty, not Hope Academy. If there is a problem or if you need information, please contact your Transportation Committee representative or Principal.

STUDENT USE OF ELECTRONIC DEVICES ON THE SCHOOL BUS:

To ensure the safety and well-being of our students, the school board along with school staff will enforce the following bus rules pertaining to electronic devices on buses. "Electronic device" includes, but is not limited to: cellular phones, pagers, smart phones, music and media players, gaming devices, tablets, laptop computers and cameras.

1. The school will not be held responsible for the loss/theft of portable electronic devices on school buses.
2. Music and media players may be used on school buses only if equipped with headphones, and if the volume is maintained at a level that does not disrupt other students or the driver.
3. Gaming devices, tablets, and laptop computers may be used on school buses if the volume is maintained at a level that does not disrupt other students or the driver.
4. Cell phones are **not allowed** to be used on school buses unless the bus driver or teacher has provided permission **or** in an emergency where immediate communication is necessary.
5. Laser pointers are **not allowed** to be used on school buses at any time.
6. Picture taking is **not allowed** on the school bus at any time.
7. Music, media, and games must be legal, ethical, and in-line with Christian principles. Offensive content may not be listened to, displayed, stored, distributed, edited, or recorded. Offensive content includes, but is not limited to, profanity, pornography, sexual comments or images, satanic worship, or any content that can reasonably offend someone.
8. A student using an electronic device that is the property of another student is accountable for that device and its contents.
9. If a student inadvertently comes across material that is questionable or of concern, they are to promptly notify the teacher or the Principal and inform them of the incident.
10. Unacceptable use and abuse of privileges regarding this policy may result in one or more of the following:
 - a. Suspension of privileges.
 - b. Termination of privileges.
 - c. Additional disciplinary action in-line with existing disciplinary practices.
 - d. Referral to civil law enforcement authorities for criminal prosecution.
 - e. Charging for cost recovery incurred in damage or vandalism.

Student Declaration Form
Student Use of Electronic Device Policy for Hope Academy

This form is to be filled out annually for each student requesting permission to bring an electronic device on the school bus.

To be filled out by student:

I, _____ have had the Student Use of Electronic Device Policy of Hope Academy explained to me and understand and agree with its contents. I will consult my teacher or Principal if I have any further questions about the policy. I agree to abide by the provisions of the policy and the guidelines for acceptable use. If I commit any violation, appropriate disciplinary and or legal action may be taken.

Student Signature _____ Date _____

To be filled out by the student's parent or guardian:

I, _____ have read the Student Use of Electronic Device Policy of Hope Academy and understand its contents. I agree with the policy and the disciplinary actions that will be taken if the policy is violated.

Parent/Guardian _____ Date _____
Signature