

COLUMBUS SCHOOL DISTRICT
200 West School Street
Columbus, Wisconsin 53925

BUS RIDER RULES

TO GET A MESSAGE TO A BUS DRIVER CONCERNING THE MORNING ROUTE AFTER 6:30 A.M., PLEASE CALL THE BUS GARAGE AT (920) 623-5380.

Previous to loading (on the road and at school):

1. BE ON TIME at the designated school bus stops. Keep the bus on schedule. The driver will not blow the horn as a means of getting students to the bus. The bus will come to a full stop, but it will not wait.
2. Stay off the road at all times while waiting for the bus. Bus riders conduct themselves in a safe manner while waiting.
3. Wait until the bus comes to a complete stop before moving toward the service door. Always walk in an orderly fashion.
4. Board the bus in single file, using the handrails for safety.
5. **The driver will not pick up or deliver riders at place other than the regular bus stop, at their home or at school.** If other pick up or delivery locations are needed, fill out the (blue) Special Transportation Request form, which must be approved by the Transportation Director. In some cases, there will be a charge for these Special Requests.

While on the bus:

1. Sit facing the front of the bus with your back against the seat back.
2. Stay out of the aisle and keep your whole body behind the padded seat back ahead of you.
3. Bus riders are expected to know their assigned seats and to remain in that seat at all times, keeping their hands to themselves.
4. Speak softly.
5. Listen carefully to the bus driver and always follow the driver's instructions.

6. Assist in keeping the bus safe and clean at all times by putting waste paper in the wastebasket.
7. **No eating or drinking** is permitted on the bus.
8. There must be **absolute quiet** when approaching a railroad crossing.
9. In case of a road emergency, riders will remain in the bus until otherwise instructed by the bus driver.

After leaving the bus:

1. Move away from the side of the bus immediately.
2. Students who must cross the road should walk to a point at least 10 feet ahead of the bus and **WAIT**. The bus driver will signal you to cross when it is safe to do so.

Extra-Curricular Activities, Field Trips, etc.:

1. Students who ride a school bus to an activity must return on the bus unless authorized to do otherwise according to school regulations.
2. Students shall respect the wishes of a chaperone appointed by the school.

Violation of Rules:

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| 1 st Incident: | Parents contacted and the student will receive a school detention. |
| 2 nd Incident | Parents contacted and suspension of transportation privileges up to 3 days. |
| 3 rd Incident: | Suspension of transportation privileges up to 3 days. A conference with parent, student, and school office will be required. |

Severe Disruption:

Any of the following inappropriate behaviors will result in automatic suspension of transportation privileges up to 3 days.

- a. Physical harm to another student.
- b. Physical harm or threat of physical harm to driver.
- c. Property damage.
- d. Refusal to obey