



THE HOLLY RIDGE MIDDLE SCHOOL

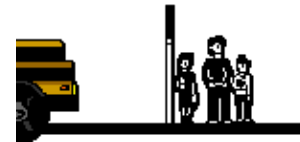
“WHAT’S UP ON THE SCHOOL BUS”

OR



HOW TO STAY SAFE AND ENJOY THE RIDE!

- The primary goal of this information is to keep students and staff safe at the bus stop, while on the bus, and during arrival and dismissal to and from the bus at school. The other goal is to ensure that students, parents, and staff are aware of expectations for positive behaviors concerning transportation on the school bus so we can all work together as a team! *An important thing to remember is that the same rules and policies that apply in school also apply at the school bus stop and on the school bus.*
 - The Bus Stop
 - ✓ Get on and off the bus only at your authorized bus stop.
 - ✓ Be a good neighbor! Respect the property of the people and families living around and near your bus stop.
 - On the Bus (*It is very important for everyone’s safety to follow all directions from the bus driver and not to engage in any behaviors that could distract the bus driver*).
 - ✓ It is very important to stay in your seat while the bus is in motion and while stopped (e.g., at a bus stop, traffic light, or on the bus loop).
 - ✓ Talk in an indoor voice.
 - ✓ Do not eat or drink on the bus.
 - ✓ Electronic devices that are not permitted in school are also not allowed on the bus.
 - ✓ Keep all body parts (head, arms, feet, and hands) inside the bus.
 - ✓ Help keep the bus clean (do not throwing any trash on the floor or in the seats).
 - ✓ Do not throw anything out of a bus window.
 - ✓ Large items (such as projects or musical instruments) must fit in the students lap and cannot take the space that another student would sit in.
 - ✓ No animals (including reptiles) may be transported on the school bus.
 - ✓ Please tell the bus driver if you have an issue with another student on the bus or any concern that might affect your safety or the safety of other students on the bus. Also tell Mr. Harrington, another school administrator, or your teacher as soon as possible.



- **Arrival at School**
 - ✓ Please use only the school entrance near the Guidance Office to enter the school in the morning.
 - ✓ Due to concerns for safety, *please go directly into school from the bus.*

- **Dismissal**
 - ✓ For safety reasons and so that no one will miss their bus at the end of the school day, *it is important for all students to go directly to their buses at dismissal (e.g., do not stop to talk with friends, etc.).*

- **The Process for Handling Bus-Related Discipline Issues.** We hope to avoid as many bus discipline issues as possible by everyone knowing the expectations and working together as a team. However, in the event that a bus driver submits a Bus Referral on a student or there is a school-based referral related to an issue on the bus, the following describes the process for handling the referral:
 - Mr. Harrington is the primary point of contact for bus-related discipline issues. He (or another administrator in his absence) will conduct an investigation and determine what disciplinary action or outcome is appropriate.

 - Depending upon the *type and significance of the behavior* described in the referral, the following is the normal outcome for bus referrals:
 - ✓ **First Referral:** in most cases, the student is counseled and expectations are reviewed to include the consequences associated with future referrals. The parent/provider is contacted by phone and a copy of the bus referral is sent home.

 - ✓ **Second Referral:** the same process as the first referral with the possibility of After School Detention or In-School Suspension considered based on the behavior outlined in the referral.

 - ✓ **Third Referral:** although the same process outlined above is followed, a third bus referral can result in Out of School Suspension or removal from the bus for a minimum of one school day.

- *As outlined by WCPSS Policy 6450, “school transportation service is a privilege, not a right.” Our goal by providing the information outlined above is so we can work together as a team to ensure the all of our students and staff can take advantage of this privilege in a safe and enjoyable manner!*

