

The Pottsville School District will provide the best transportation program possible for the greatest number of students. Only those students residing in the school district who are attending school are eligible for bus transportation. Students outside of the district will only be able to ride if there is space available on the route bus. Arrangements must be made with the transportation department.

All students will be assigned a seat in the bus in which to sit. The first row of the bus may be used to assign seats to students requiring close supervision.

#### **GENERAL RULES FOR RIDING THE SCHOOL BUS**

- Be at your bus stop five minutes prior to your estimated pickup time and stand a safe distance from the road.
- Do not play on the roadways while waiting for the bus.
- Wait until the bus stops and the driver signals it is safe to approach or cross in front of the bus.
- Always cross the road in front of the bus where the driver can see you. Never cross the road behind the bus.
- Wait until the bus leaves the area before you cross the road to check the mail.
- Enter and leave the bus quickly and orderly.
- The school bus is an extension of the classroom and all classroom rules of conduct apply.

#### **While riding the bus**

1. Respect your driver. All students are to follow the directions of the bus driver at all times.
2. Respect the rights of other riders - no harassment or intimidation of other riders.
3. Find your seat and remain seated and facing forward while the bus is moving.
4. Keep bus aisle clear of books, bags, feet, legs, etc. at all times.
5. Speak softly, no loud or distracting noises are allowed.
6. Any act that jeopardizes the safety of students on the bus is prohibited.
7. No food, drinks (except water), candy or gum will be allowed on the bus.
8. Do not put hands, arms, or head out the windows or doors.
9. Do not shoot or throw objects in the bus or out the windows of the bus.
10. No drugs, alcohol, or tobacco product of any kind is allowed on the bus.
11. No matches, lighters, or other flammable materials are allowed on the bus.
12. Do not tamper with emergency windows, doors, and other safety equipment on the bus.
13. No vandalism to school or personal property is allowed.
14. No vaping or use of electronic smoking devices

**DISCIPLINARY PROCEDURE** - Discipline problems on the bus will be reported to and handled by the Bus Discipline Administrator.

**First Offense.....** Bus Discipline Administrator will meet with the student and notify parents of the problem by phone or in writing.

**Second Offense.....** Student can be denied transportation privileges from three to six days and will meet with the Bus Discipline Administrator and/or Building Principal. Parents will be notified by phone or in person or in writing.

**Third Offense.....** Student can be denied transportation privileges from seven to twelve days and will meet with the Bus Discipline Administrator and/or Building Principal. Parents will be notified by phone or in person or in writing.

**Forth Offense.....** Student can be denied transportation privileges for the remainder of the school year and will meet with the Bus Discipline Administrator and/or Building Principal. Parents will be notified by phone or in person or in writing.

**\*For offenses determined severe in nature, the District has the right to surpass the First, Second and Third Disciplinary Procedures and immediately deny a student bus privileges due to the severity of the act.**

**NOTICE!** *Any student who needs to ride a different bus than their own for any specific reason or students who do not ride a bus regularly and need to ride a bus for any specific reason must have a written request signed in advance by the parent or guardian and approved by their building principal before he/she will be allowed on a bus other than their regular bus.*

#### **IT IS A PRIVILEGE TO RIDE A SCHOOL BUS, NOT A RIGHT!**

**If you have any questions or concerns please feel free to contact us:**

Ray Cynova-Director of Transportation

**Office: 890-3851**

**Cell: 880-7109**

**Email: ray.cynova@pottsvilleschools.org**

*The following statement must be signed by the parent or guardian of the children who are being transported by school-operated vehicles and returned to the bus driver.*

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(Detach here and return to bus driver)

**AS A PARENT AND/OR GUARDIAN, I DO HEREBY ACKNOWLEDGE HAVING RECEIVED AND GONE OVER THESE POLICIES WITH MY CHILD.**

\_\_\_\_\_  
Name of Student

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Route Number

\_\_\_\_\_  
Physical Address

\_\_\_\_\_  
Contact Phone Number

\_\_\_\_\_  
Parent and/or Guardian Signature

\_\_\_\_\_  
Driver's Name