

ST. JAMES R-I SCHOOL DISTRICT

Dear Parents:

In order to guarantee safe transportation for your child and the other children riding the school bus, we are using the student discipline plan outlined below. The plan is further explained in the Student Handbook.

Our Philosophy: We believe all students can behave appropriately and safely while riding on a school bus. We will tolerate no student preventing a school bus driver from doing his/her job or preventing other students from being safely transported to and from school.

DISCIPLINE PLAN

Bus Expectations

Follow the driver's directions.

No cursing, swearing, or loud talking.

Keep hands, feet and objects to yourself.

Stay in your seat and face the front of the bus. No littering or writing on the bus.

Respect the rights of others.

Actions Taken

1st Incident – Verbal warning from driver

2nd Incident – Conference with driver and/or seat assignment

3rd Incident (1st Note) – Written Bus Referral – Principal and parent notified

4th Incident (2nd Note) – Written Bus Referral – Principal visit, parent notified, and 3 day/bus detention. (Bus Detention = In school student bus safety and procedures training)

5th Incident (3rd Note) – Written Bus Referral – Principal visit, parent notified and 3-5 day bus suspension. (Conference with parent, principal, student and bus driver at discretion of the principal)

6th Incident (4th Note) – Mandatory meeting with Parent, Principal, and Bus Driver and a 5 day suspension. (With next note, transportation may be suspended for the remainder of the semester)

Further incidents will involve mandatory conference with parent, principal, and driver before student will be allowed back on the bus.

Severe Incident – Severe behavior problems (fighting, use of tobacco and/or drugs, damage to buses, etc. will be treated as a 5th Incident.

Any violation of school regulations will result in application of the discipline policy which is outlined in the Student Handbook.

To: Parents and Bus Students

In an attempt to better inform parents and students regarding practices and policies of the St. James School bus transportation system, this copy of the school bus regulations is being sent home for your inspections.

Please read the information herein and fill out the requested blanks for proper enrollment as a bus student. Note that a parent or guardian's signature is required. This form should be returned to the bus driver when the student boards the bus the next time.

SCHOOL BUS REGULATIONS

1. Drivers are in charge of the bus and students. Follow driver's instructions always.
2. Observe classroom conduct on the bus. Be courteous. No cursing, rude language, loud voices, teasing or name-calling.
3. Keep the bus clean. Eating, drinking and chewing gum are not allowed.
4. Remain seated at all times. Keep head and hands inside the bus.
5. No plants, animals or hazardous objects are allowed on the bus.
6. No balloons, flowers or glass containers allowed on the bus.
7. No playground balls, basketballs, or footballs allowed on the bus.
8. All items brought on the bus should be held on the student's lap.
9. Absolutely no talking at Railroad Crossings.
10. The driver will not discharge riders at places other than the regular bus stop unless by proper request by the parent/guardian and authorized by the building principal.
11. No smoking or other tobacco use on bus at any time.

NOTE: FAILURE TO FOLLOW THESE REGULATIONS MAY RESULT IN SUSPENSION FROM THE BUS.

PLEASE DETACH AND FILL OUT FORM BELOW AND RETURN TO BUS DRIVER.

STUDENT NAMES	ADDRESS (NO P.O. BOXES)	GRADE LEVEL

WE HAVE READ THE ABOVE RULES AND FULLY UNDERSTAND PASSENGER RESPONSIBILITY.

Telephone
Parent or Guardian Signature
Date

SHOULD FURTHER QUESTIONS ARISE, PLEASE CALL RON COPELAND AT COPELAND BUS SERVICE, 573-265-7408.

ST. JAMES R-ISCHOOLS/COPELAND BUS SERVICE
Student Emergency Information for Bus Drivers

Copeland Bus Service will maintain this emergency information sheet in a confidential file accessible to the Director of Transportation and the student's bus driver. This information will also be maintained in accordance with the Family Education Rights and Privacy Acts. (FERPA)

Please indicate below any medical issues or conditions that your student has that the bus driver should be aware of. Please complete and return form to your student's bus driver or the school office.

Student's Name _____ Grade _____

Bus Number _____

Emergency Contacts:

Name _____ Phone (Home) _____
 (Work/Cell) _____

Name _____ Phone (Home) _____
 (Work/Cell) _____

Check Appropriate Boxes

<input type="checkbox"/>	No Medical Issues
<input type="checkbox"/>	Diabetic
<input type="checkbox"/>	Seizure Disorder
<input type="checkbox"/>	Asthma
<input type="checkbox"/>	Behavior Disorder
<input type="checkbox"/>	Vision Impairment
<input type="checkbox"/>	Hearing Impairment
<input type="checkbox"/>	Allergic Reaction : Indicate what allergy
<input type="checkbox"/>	Special Equipment / Assistive Devices
<input type="checkbox"/>	Non-Verbal
<input type="checkbox"/>	Other

Special Instructions: _____

Parent Signature: _____ Date: _____