

# North Montgomery School Corporation

## TRANSPORTATION DISCIPLINE CODE, VIOLATIONS AND PENALTIES

Board approved 6-22-15

Indiana Law:

**IC 20-27-10-2**

### **Discipline on school bus**

Sec. 2. When students are being transported on a school bus, the students are under the supervision, direction, and control of the school bus driver and are subject to disciplinary measures by the school bus driver and the governing body of the school corporation.

*As added by P.L.1-2005, SEC.11.*

North Montgomery School Corporation

Policy Adopted 10-27-69

Policy Amended 4-5-76, 8-31-78, 8-4-97

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Note: The School Bus Driver may also establish reasonable rules in support of those rules outlined above as a means to maintain orderliness.

### ***Level 1 – Verbal Warnings***

Any student behavior that jeopardizes the safety and/or well-being of those on or near the school bus will be addressed by the driver with a verbal warning. This will be issued to insure that the behavior is stopped immediately and not repeated. Such behaviors may include, but not be limited to, the following student actions:

- Disobedience
- Disrespect
- Disruption
- Eating, drinking, littering
- Excessive mischief
- Pushing/tripping
- Throwing objects inside or outside of the bus
- Harassment
- Indecent/inappropriate behavior/clothing
- Insubordination
- Part of body out of the bus
- Rude, discourteous or annoying
- Standing/moving about
- Threatening or intimidating
- Throwing objects
- Unacceptable language/gestures
- Other minor safety or school rules violations

In addition, the driver may choose to assign the student to a specific seat until such time as the behavior issue is stopped and not repeated.

### ***Level 2 – Written Warnings and Telephone Calls***

Any student who has been verbally warned by the bus driver to stop a Level 1 behavior (see above) and continues to disregard school bus safety or school rules will be issued a written warning by the bus driver. The written warning is given to the school principal and signed. A copy is mailed to the parents, and a copy is kept on file in the transportation office. A copy of that written warning will be submitted

to the transportation office and the principal's office. In addition, the driver will follow-up with a phone call to parents to discuss their child's behavior and seek parental support and cooperation.

In addition, other behaviors including, but not be limited to, those listed below will be addressed starting at Level 2 due to the more serious nature of those safety and/or school rules violations.

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| <ul style="list-style-type: none"> <li>• Repeated Level 1 violations and not complying with verbal warnings</li> <li>• Moderate behaviors and/or distractions to the driver's attention that</li> </ul> | <ul style="list-style-type: none"> <li>jeopardizes everyone's safety</li> <li>• Moderately disruptive verbal and/or physical acts such as hitting or kicking</li> <li>• Bullying</li> <li>• Intimidation</li> </ul> | <ul style="list-style-type: none"> <li>• Use of profanity</li> <li>• Theft</li> <li>• Other school rule and/or safety violations which require a written warning and parent notification.</li> </ul> |
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In addition, the driver may choose to assign the student to a specific seat until such time as the behavior issue is stopped and not repeated.

### ***Level 3– One (1) Day Suspension of Bus Riding Privilege***

According to state law and school board policy, riding the school bus is a **privilege**, not a **right**. Any student who has been warned either verbally and/or in writing by the bus driver to stop a Level 1 and/or Level 2 behavior (see above) and continues to disregard school bus safety rules may be suspended by the bus driver or other designated school official, for a period of one (1) day from the school bus.. The student will be released to the home or school. A copy of that One Day Suspension Notification Form will be submitted to the parent, the transportation office and the principal's office. In addition, the driver will follow-up with a phone call to parents to discuss their child's behavior and notify them of the student's suspension for one day

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| <ul style="list-style-type: none"> <li>• Repeated Level 1 and/or Level 2 violations and not complying with verbal and/or written warnings</li> <li>• Serious behaviors and/or distractions to the driver's attention that jeopardizes everyone's safety</li> </ul> | <ul style="list-style-type: none"> <li>• Continued and/or serious disruptive behaviors such as verbal attacks and/or physical acts such as fighting, hitting or kicking</li> <li>• Minor damage -first offense - to seat – Restitution required</li> <li>• Minimal Defacing/ vandalism - first</li> </ul> | <ul style="list-style-type: none"> <li>offense - Restitution required</li> <li>• Other school rule and/or safety violations which requires more than a written warning and parent notification.</li> </ul> |
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#### STUDENT SUSPENSION PROCEDURE

One-Day Suspension: In summary, the driver will...

1. Release the student at home or school.

2. Notify the student about the suspension.
3. Notify the parents and tell them why you have taken the action.
4. Notify the Principal/designee of the school that the child attends of the action.
5. Notify the transportation office and the drivers of other buses that the student rides about the action. (Any student suspended from one bus is suspended from all buses for that day.)

Note: Suspensions from the school bus are final may not be appealed by the student and/or parent.

### ***Level 4– Two to Ten (2-10) Days Suspension of Bus Riding Privilege***

Should the seriousness of the behavior warrant additional days of suspension, the driver shall recommend such action to the building principal or his/her designee and the transportation office to extend the period for more than one day and up to ten school days total. Those administrators/designees will make the final determination as to the total number of suspension days. Any Level 3 behavior listed above with aggravating circumstances may be grounds for an extended suspension from the school bus as well as, but not limited to, the following behaviors:

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| <ul style="list-style-type: none"> <li>• Attack on driver</li> <li>• Possession of a dangerous weapon</li> <li>• Student attack</li> <li>• Fighting</li> <li>• Ongoing and pervasive bullying/intimidation</li> <li>• Damage to seat requiring repair or replacement with restitution</li> </ul> | <ul style="list-style-type: none"> <li>• Defacing/vandalism requiring repair or replacement with restitution</li> <li>• Possession of tobacco products, alcohol, illegal drugs, look-alike drugs, and/or prescription medicines without a doctor’s approval</li> <li>• Possession of lighters, matches,</li> </ul> | <ul style="list-style-type: none"> <li>fireworks and/or other incendiary items</li> <li>• Other school rule and/or safety violations which require more than a written warning and parent notification.</li> </ul> |
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#### More than One-Day Suspension:

1. Follow all five (5) steps for one-day suspension.
2. Make recommendation to the Principal of the school the child attends for additional suspension time. The recommendation and reasons for it must be in writing. Send a copy of the recommendation to the Administration Office.
3. The Principal must, within 24 hours, or as soon as reasonably possible, send a written statement to the student’s parent’s describing the student’s misconduct or rule violation and the reasons for the action taken. A reasonable effort to hold a conference with the parents or guardian must be made by the Principal before the student’s riding privileges are restored.

### ***Level 5– Minimum of Twenty (20) Days Suspension or One to Three (1-3) Trimesters of Suspension of Bus Riding Privilege***

When, in the Principal’s judgment, the student is determined to be non-responsive to prior suspensions and/or commits a serious violation of school bus rules, school policy, and/or state law, that student’s riding privileges will be suspended for a minimum of twenty (20) days or the remainder of the current semester, whichever is longer. Suspensions at the end of the school year will carry over into the next school year.