



Innovate Collaborate Inspire

### TRANSPORTATION RULES & DISCIPLINE PROCEDURES

***Students of the Marysville Exempted Village School District receiving transportation at any time are subject to state and district policies governing school transportation as well as policies stated in their respective building's handbook. Safety is our first priority.***

#### **SAFETY RULES**

1. Obey the driver promptly and respectfully.
2. At railroad crossings, no talking is permitted; vehicle must be silent for safety purposes.
3. No eating, chewing gum or drinking on the bus.
4. No throwing of objects on, from or into the bus.
5. Remain seated and keep the aisles and exits clear at all times.
6. Keep hands, feet and personal objects to yourself and inside the bus.
7. No seat changing; students must sit in their assigned seat.
8. When outside of the vehicle, the student must remain in their "Place of Safety" determined by the driver until it's safe.
9. Taking pictures/videos or playing loud music/games are not permitted.

***\*Please remember, riding school transportation is an extension of the classroom, therefore, all school rules apply.***

#### **DISCIPLINE PROCEDURES**

Driver's shall make sure everyone riding is aware of the rules listed above and set expectations that are reasonable. If these rules aren't followed, or expectations are not met, the driver is expected to follow these steps in order to maintain safety on the bus:

1. The driver will talk with the student about his/her actions. The student will be given a warning as to what may happen if the behavior continues. The driver documents the incident.
2. If the issue continues, the driver may move the student to a different seat. The student will remain there until the driver decides it's safe for another seat change. The driver will contact the parent in order to ask for their assistance in getting the student to comply with safety rules. The driver documents the incident.
3. If the behavior continues, the driver will submit a Transportation Discipline Form to administration. Administration will then take appropriate action in collaboration with transportation.

***\*Any of these steps above can be bypassed or repeated due to the severity of the behavior.***

#### **WHO DO I CALL IF I HAVE A CONCERN?**

As a parent, if I have a concern, who do I contact? Please contact the MEVSD Transportation Department at 937-578-6160. The MEVSD Transportation Department communicates well with building administration and vice versa.