

SCHOOL BUS SAFETY RULES & PROCEDURES

BUS VIDEO MONITORING SYSTEMS

The Burlington Community School District Board of Directors has authorized the use of a video cameras on school district buses. The video cameras will be used to monitor student behavior to maintain order on the school buses to promote and maintain a safe environment. Students and parents are hereby notified that the content of the videotapes may be used in a student disciplinary proceeding. The content of the videotapes are confidential student records and will be retained with other student records. Videotapes will only be retained if necessary for use in a student disciplinary proceeding or other matter as determined necessary by the administration.

DISCIPLINARY PROCEDURES

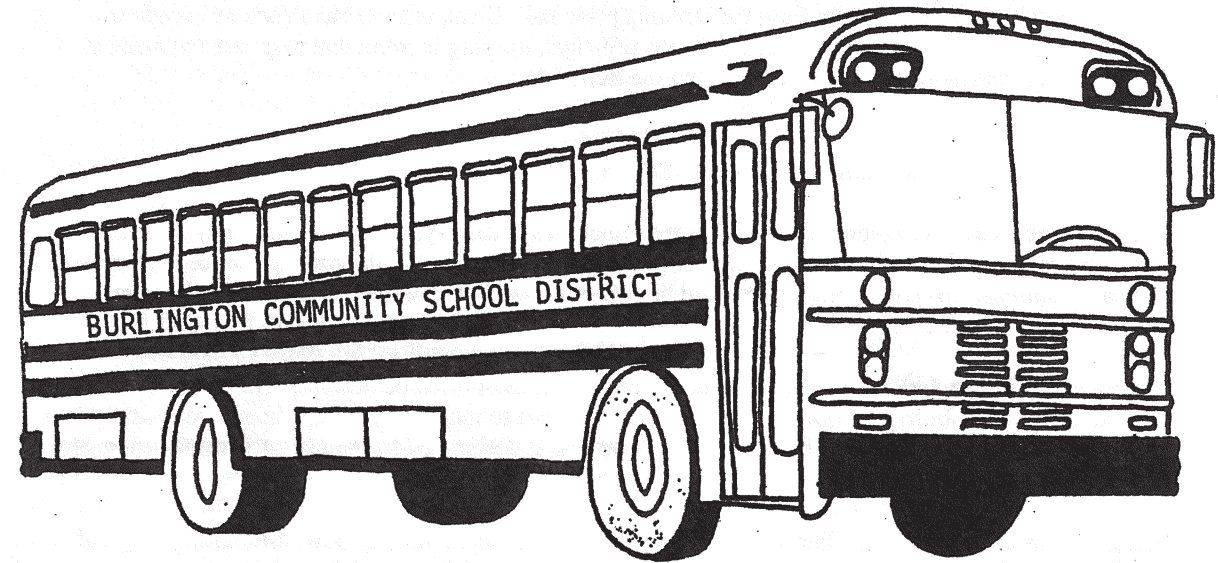
The steps of discipline are as follows:

1. Warning (depending on severity).
 - *PK-2: Note will be sent home with the student with a follow-up phone call.
 - *3-12: Note will be sent home with student.
2. Write Up resulting in a 1 day suspension of riding privileges. (same as above)
3. Write Up resulting in a 3 day suspension of riding privileges. (same as above)
4. Write Up resulting in a 5 day suspension of riding privileges. (same as above)
5. Loss of riding privileges for the remainder of the current school year.

The parent must sign and return the note to the bus driver. If your student does not return the note, he /she will not be allowed to ride the bus until the note has been signed and returned.

More severe discipline measures may be taken in violations 1 through 4, depending on the seriousness of the violation.

Parents may request a hearing on disciplinary measures taken at any time.



Burlington Community School District

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The safety of each child who rides the school bus depends largely on the skill of bus drivers and mechanics. But a safe and successful school transportation system also requires the full cooperation of students and parents. This brochure will help you become familiar with the rules governing school bus rides and the procedures followed during hazardous weather. We suggest that you review the material and discuss it with your children, emphasizing the relationship between good conduct and safety.

BUS ROUTES AND SCHEDULES

Time schedules, and assigned loading points, appear in the letter accompanying this brochure. Your children will only be picked up and discharged at the loading points to which they have been assigned along the route. Exception to this procedure will only be granted in cases of emergency or in instances where the driver has received a consent form from the building principal. If you wish to have such an exception granted, you should submit a written request to the principal, keeping in mind that stops are not made at locations other than those listed on the driver's route schedule.

BUS ROUTING AND SCHEDULE CHANGES

Changes in the district's routine bus schedules are sometimes necessary. These changes may be due to school bus delays, a change in class starting times, the cancellation of school, or the existence of inclement weather conditions. All area radio stations will broadcast announcements on the day of these changes between 6:00 a.m. and 8:00 a.m.

In periods of fog or low visibility, the departure of buses will most often be delayed. However, if the buses leave on time and visibility deteriorates enroute, you may have to make other arrangements for getting your children to school. Iowa law prohibits buses from stopping at designated stations if the visibility there is 300 feet or less in either direction.

During periods of inclement weather conditions caused by fog, ice, or severe snow, the Hazardous Road Schedule will govern the transportation of all students. If a copy of this schedule is not enclosed, it means that roads and city streets in your area are open soon enough to avoid any changes in the original route.

AFTERNOON CHANGES

If visibility is severe enough to prohibit a regularly scheduled stop during an afternoon bus run, drivers will proceed on to the next scheduled stop that is considered safe. However, if the driver determines that there are no clear stops left on the route, all students will be taken to one of several nearby schools. Elementary children will be taken to Black Hawk, Grimes, Corse, North Hill, and Sunnyside schools. Middle school and Senior High students will be taken to Aldo Leopold, and Edward Stone and all students from Beaverdale, Washington Rd, Timberline Estates, and Highway 34, and 406 will be take to Burlington High School.

Your children should be instructed on what to do and who to contact in either case, to make alternative transportation arrangements.

STUDENT RULES AND REGULATIONS

School bus drivers have the authority to give instructions, assign seats, and initiate disciplinary measures against students who misbehave or disobey. Video cameras may be in operation on the school bus. Since all rules will be enforced, students should be reminded that they must:

- ...Be on time. Drivers will not sound the horn or wait for students who are not in sight at the bus stop or at school loading stations. Student should be at the bus stop 5 minutes prior to scheduled time.
- ...Wait until the bus comes to a complete stop before attempting to enter.
- ...Cross all streets and highways in accordance with the instructions of the bus driver and the laws of Iowa.
- ...Go directly to a seat on entering the bus and remain seated until reaching their destination.
- ...Talk in normal tone on the bus; loud or vulgar language is prohibited.
- ...Have earbuds in or head sets on with electronic devices.
- ...Ask permission from the driver before opening and closing bus windows.
- ...Keep hands, arms, feet, and head inside the bus at all times and refrain from extending them out the windows.
- ...Avoid crowding or pushing on the bus. Roughhousing is prohibited.
- ...Be courteous to the driver, other passengers, and to passers-by. Objects must not be thrown in the bus or out the windows.
- ...Refrain from eating or drinking beverages on the bus unless permission is first granted by the bus driver. Smoking on the bus or on school property is prohibited.
- ...Keep the aisles clear of books, band instruments, and large objects. Pets and dangerous objects are not permitted on the bus.
- ...Help keep equipment in good repair. No one is to put their feet on the seats or mark or damage the upholstery in any manner.
- ...Reimburse the district for the cost of the repair or replacement to damaged seats and other equipment.