

### **COMAL ISD BUS RIDER'S SAFETY CONTRACT**

The buses transporting students for the purpose of attending school in Comal ISD will travel on city/county maintained roads and will not deviate from the route unless prior authorization has been attained from the Student Transportation Services Office.

*Any student needing to ride a bus other than their normal assigned bus, or get off at another stop other than their assigned stop, must have an [Alternate Transportation Form](#) submitted and approved by the Principal's office and Student Transportation Services Office five (5) days prior to the change. This will allow the Student Transportation Services Office time to review and approve/deny request.*

Proper conduct by the student is essential if the buses are to be operated safely and on time. Only well-behaved students should be allowed to ride the buses. Students will not be allowed to ride the bus if they willfully or through negligence cause damage to the bus or if their behavior is such that it causes pain or embarrassment to the driver, the District and the other students, or in any way interferes with the safety or well-being of anyone riding a school bus. Video cameras may be used periodically to monitor student behavior. In the interest of maximum safety, the following regulation will apply to all students riding the bus:

1. All Special Needs, Pre K, Kindergarten and 1<sup>st</sup> grade students must be accompanied by a parent/guardian/designated individual during an AM pickup and received by a parent/guardian/designated individual during a PM drop-off. Exceptions may be made for students w/ older siblings riding the bus.
2. The driver is in charge of the bus and riders. Students must obey the driver. Students who show disrespect for the bus driver will not be allowed to ride the bus.
3. Students waiting for a bus should not stand on the roadway. They should wait ten (10) feet from the edge for safety.
4. Students must be at least five (5) minutes early at their bus stop. Drivers will not wait for students who are not on time.
5. All students, with assigned school ID cards, must present upon request by Comal ISD personnel.
6. Students must not try to get on or off the bus while it is in motion. It is unsafe for student to move about within the bus while it is in motion.
7. Students, while riding a bus, may not have in their possession any weapon, explosives, fireworks, knives, unsheathed sharp-pointed articles, pea-shooters, water balloons, laser pointers or any other articles which might cause pain or injury to others.
8. Using profanity, vulgar language, obscene gestures, unnecessary conversation or engaging in verbal abuse such as name calling, racial or ethnic slurs, or derogatory statements toward others will not be tolerated.
9. Animals/Pets (i.e. lizards, frogs, insects, dogs, cats, rats, etc.) must be transported by parents, they are not allowed on the bus.
10. Skateboards, scooters, and bicycles are not permitted on the bus.
11. The use of aerosol products, perfume, cologne, tobacco, food, or drink (except water) on the bus will not be permitted.
12. Students must not at any time extend their head, hands, arms, feet or legs out of the bus windows.
13. In order to maintain a safe, comfortable environment on the bus, students should not leave anything on the bus. All electronic devices such as videogame consoles and MP3 players must be used with headphones at all times. If they cause a distraction for the driver in any way they will be confiscated. Also, all valuables are the responsibility of the student and the Transportation Department takes no responsibility for breakage or loss.
14. Throwing, shooting, blowing wads of paper, peas, pins or other articles is unsafe and not allowed.
15. Wrestling, fighting, or scuffling is unsafe and will not be allowed.
16. Any damage to the bus should be reported to the driver and Comal ISD Student Transportation Services at once.
17. Students riding to school will not be permitted to get off the bus except at their school. Likewise, students riding home in the afternoon may not get off the bus except at their regular stop.
18. Students must ride the bus to which they are assigned. Students may not change buses without written consent from Comal ISD Student Transportation Services and the campus Principal.
19. The bus driver will assign students seats, and a seating chart will be posted on the headboard of the bus. Each student is to remain in the same seat each day on every trip.
20. When loading or unloading, backpacks are to be worn on student's backs with both shoulder straps supporting the backpack as designed, or the student may carry the backpack in front of them, securing the pack with both arms holding against the chest, until the rider reaches their seat. Once there, the pack should be removed and positioned on the student's lap. For safety in loading and unloading, no attachments such as stuffed animals or other dangling objects should be on backpacks.
21. Students should not carry any object on the bus that cannot be held on their lap, including large band instruments, school projects, etc. There is no provision for the safe storage of such articles on a school bus.
22. No one is to stop or interfere with the movement of the bus to complain about the operation of the bus.
23. There is no on/off bus privileges for students. Once a student is loaded, they are not allowed to un-board the bus; except, if parent/guardian is there for pickup and parent/guardian ID checked.
24. Secondary students that participate in after school activities must obtain a daily bus pass from the sponsor of the after school activity in order to board the after school shuttle bus.



**INFORMATION CONTINUES ON BACK PAGE**

**CONSEQUENCES FOR MISCONDUCT**

**Transportation is a privilege.** Students being transported in Comal ISD school buses shall comply with the Comal ISD Bus Rider’s Safety Contract and/or Comal ISD Student Code of Conduct. Any student who fails to comply with the established rules of conduct while on school transportation shall be subject to disciplinary action and may be denied transportation service. It will then be the responsibility of the parent to transport the student to and from school.

- 1<sup>st</sup> Infraction Notice of Bus Misconduct and/or Bus Suspension Report sent to parent to be signed and returned. Student initials form as acknowledgment of receipt. Parent will also be called to discuss behavior improvement plan in an attempt to correct conduct.
- 2<sup>nd</sup> Infraction Notice of Bus Misconduct and/or Bus Suspension Report sent to parent to be signed and returned. Parent will also be called to discuss behavior improvement plan in an attempt to correct conduct.
- 3<sup>rd</sup> Infraction Notice of Bus Misconduct and/or Bus Suspension Report sent to parent to be signed and returned. **Student Denied Bus Privileges for three (3) school days.**
- 4<sup>th</sup> Infraction Notice of Bus Misconduct and/or Bus Suspension Report sent to parent to be signed and returned. **Student Denied Bus Privileges for five (5) school days.**
- 5<sup>th</sup> Infraction Notice of Bus Misconduct and/or Bus Suspension Report sent to parent to be signed and returned. **Student Denied Bus Privileges for ten (10) to forty-five (45) school days.**
- 6<sup>th</sup> Infraction Notice of Bus Misconduct and/or Bus Suspension Report sent to parent to be signed and returned. **Student Denied Bus Privileges for remainder of the year. If this occurs during the last month of the semester, suspension may be extended to the end of the next semester.**

Violations of the following rules may necessitate immediate suspension of transportation privileges as well as campus disciplinary actions made in accordance with the student code of conduct.

- 1. Using or possessing alcohol, tobacco, or drugs.
- 2. Deliberately disregarding the safety of the other passengers or the driver.
- 3. Destruction of property. (i.e. vandalizing the bus)
- 4. Possessing firearms, knives, clubs or other dangerous objects.
- 5. Verbal or physical harassment of driver and/or other passenger(s).
- 6. Verbal or physical threat to driver and/or other passenger(s).
- 7. Fighting on the bus.
- 8. Activities relating to gangs, secret societies, or fraternities.

You have the right to request a conference regarding the decision taken towards your child’s misconduct and the consequence applied. In order to schedule this conference, you must contact the Student Transportation Services Office within two days of receipt of Notice of Bus Misconduct and/or Bus Suspension Report. The Comal ISD Student Code of Conduct contains additional information regarding the process.

**Postcards with routing information will be mailed out two weeks prior to the 1<sup>st</sup> day of school. BUS ROUTE INFORMATION CAN ALSO BE FOUND AT THE COMALISD WEBSITE:**

[www.comalisd.org](http://www.comalisd.org)

- 1. Boundaries and Buses
- 2. Transfinder I
- 3. Enter street address (entry of Zip Code, School and Grade is not necessary)
- 4. Locate Bus Stop and Time information under student’s campus heading

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Cut here and return to Bus Driver

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Student’s Name Campus Grade Route No.

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Home Address Home Telephone Cell Phone

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Assigned Bus Stop Email Address

I HAVE READ THE BUS RIDER’S SAFETY RULES AND AGREE TO ABIDE BY THESE RULES

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Parent’s Signature Date Student’s Signature Date