
Date of Issue	June 2019
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Subject	STUDENT CONDUCT ON SCHOOL VEHICLES
References	Policy 2410 – Student Conduct on School Vehicles SCSTC Policies: TR03 - Responsibilities of Parents and Guardians TR05 - Responsibilities of Home-to-School Transported Students TR06 - Code of Conduct for Home-to-School Transported Students TR07 - Discipline of Home-to-School Transported Students TR08 - Responsibilities of the School Principal
Contact	School Services

1. Responsibility for Bus Students

- 1.1 The *Education Act*, Ministry Regulations (for elementary and secondary schools) and the Simcoe County District School Board Policy 2410 – Transportation of Students give school principals the responsibility for student welfare and discipline on school vehicles.
- 1.2 Principals (or designates) are to be available daily by phone until the end of bus time (i.e. up to and including the last student drop-off) to address student safety, behaviour or drop-off issues.
- 1.3 In order to ensure the safety concerns of students being transported are not compromised, school principals shall develop communication strategies informing students, teachers and the school community of appropriate school vehicle conduct and student safety guidelines.
- 1.4 School principals shall ensure school vehicle safety education is integrated into the curriculum in elementary schools. Principals shall develop appropriate safety guidelines in regard to student conduct while being transported by school vehicles (consistent with the school code of conduct).

2. Communication Plan

- 2.1 Principals shall develop a communication plan which includes school vehicle safety announcements throughout the school year (September, November, January and April) for all students.

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- 2.2 Principals shall include the following as part of their school communication plan to students, staff and parents/guardians:
- 2.2.1 parent/guardian responsibilities;
 - 2.2.2 student expectations/responsibilities;
 - 2.2.3 loading procedures;
 - 2.2.4 field trip expectations;
 - 2.2.5 winter weather hazards;
 - 2.2.6 heads and hands inside the school vehicle at all times; and,
 - 2.2.7 equipment carried in the school vehicle.
- 2.3 School principals shall include as part of their communication strategies, the following student expectations and responsibilities:
- 2.3.1 leave home early enough to arrive at your bus stop on time;
 - 2.3.2 wait for your school vehicle in a safe place – well off the roadway;
 - 2.3.3 refrain from sliding on snowbanks;
 - 2.3.4 enter your school vehicle in an orderly manner and take your seat;
 - 2.3.5 follow the instructions of your school vehicle driver or bus patrol;
 - 2.3.6 remain in your seat while the school vehicle is in motion;
 - 2.3.7 remain quiet and orderly;
 - 2.3.8 keep your head and arms inside the school vehicle at all times;
 - 2.3.9 keep aisles clear at all times;
 - 2.3.10 be courteous to your school vehicle driver and fellow passengers – never distract the driver;
 - 2.3.11 be aware of traffic flow and leave the school vehicle loading area promptly;
 - 2.3.12 refrain from eating or drinking in the school vehicle;
 - 2.3.13 understand that the school vehicle is an extension of the classroom, and as such, student discipline falls under the responsibility of the school principal;
 - 2.3.14 respect other people’s property and belongings when waiting for the school vehicle;
 - 2.3.15 always cross the road in front of the school vehicle, never behind;
 - 2.3.16 look all ways and wait for the driver to signal before you cross in front of a school vehicle; and,
 - 2.3.17 never stop to pick up anything that you may have dropped around the school vehicle. Ask an adult or the school vehicle driver to help.

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