

The following rules and regulations, along with all school rules, apply to all bus riders in the Necedah Area School district. These rules are in compliance with the rules and regulations of the Department of Public Instruction and the Wisconsin State Patrol and will be enforced at all times to assure student safety.

The school bus driver is in **complete authority at all times**. The driver has the authority to enforce rules and assign school bus seats.

Before loading (on the road and at school)

1. Be prepared at the designated school bus stop 5 minutes before the scheduled pick up time.
2. Wait back 15 feet (about one car length) until the bus comes to a **complete stop**.
3. Cross the road, if necessary, once the driver has given the signal to cross (wave of hand).

While on the bus

1. Be respectful to fellow students and the bus driver.
2. Treat bus equipment with respect. Damage must be paid for by the offender.
3. Assist in looking after the safety and comfort of small children.
4. Assist in keeping the bus safe and clean at all times.
5. Sit facing the front of the bus at all times with feet out of the aisles.
6. Keep books, packages, coats, and all other objects out of the aisles.
7. Windows may be opened half way, no lower.
8. Stay in your seat until the bus comes to a complete stop at your stop.
9. Move to another seat **ONLY** with DRIVER PERMISSION.
10. **ABSOLUTELY NO TALKING OR NOISE** when approaching and crossing over railroad tracks.
11. Keep hands and head inside the bus at all times.
12. Avoid loud talking, which diverts the driver's attention.
13. Do not throw anything inside the bus or toss anything outside the bus windows.
14. Remain on the bus in case of a road emergency.
15. Do not eat, drink, chew gum or smoke on the bus.
16. Students may only be picked up and dropped off at pre-approved stops.
17. **At the driver's discretion**, personal iPods, MP3 players, cell phones, etc. may be used on the bus. They may also be confiscated to be returned at a later date if used without permission or if misused.
18. Students need written, pre-approved permission from their parents if they are to be dropped off at any location other than their designated one.

Consequences for Violations

1. First step – Student conference with Dean of Students/Principal. Parent notified.
2. Second step – Student conference and written warning to student and parents/guardians.
3. Third step – Student may be suspended from riding for a period of up to five days. Parents will be notified in each case.
4. Fourth step – Suspensions from riding may continue pending action by the School Board, which may include revocation of bus riding privileges.
5. If the violation is severe, the third or fourth step may be taken immediately.