

## BUS PROCEDURES AND RULES

In an attempt to improve communications between home and school, we are publishing the following bus procedures and rules to better inform students and parents of our schools' expectations. We appreciate your cooperation.

Only yearly bus passes will be issued. This bus pass is for one location only, 5 days a week for the entire school year. No temporary bus passes will be given. No alternating days will be permitted. A bus pass must be issued from the main office of the student's school only after a written request signed by the child's parent/guardian is received. State law mandates that we follow this procedure.

School buses are extensions of regular school facilities and students are expected to conduct themselves on the buses as they do when they are in the school building. School bus drivers have the same responsibility and authority as the classroom teachers to enforce rules and regulations. In accordance with state law, (O.A.C. 3301-83-08), students who ride Canfield Local School District buses are to follow these guidelines:

1. Pupils shall arrive at the bus stop **BEFORE** the bus is scheduled to arrive.
2. Pupils must wait for the bus in their "**Assigned Place of Safety**" in the AM.  
In the PM. Pupils must go to their "**Assigned Place of Safety**" and wait there until the bus proceeds.
3. Behavior at school bus stop must not threaten life, limb or property of any individual.
4. Pupils must go directly to an available or assigned seat.
5. Pupils must remain seated keeping aisles and exits clear.
6. Pupils must observe classroom conduct and obey the driver promptly and respectfully.
7. Pupils must not use profane language.
8. Pupils may not eat and/or drink on the bus except as required for medical reasons. This rule also applies to student field trips and extracurricular trips. This is a State Law.
9. Pupils must not use tobacco on the bus.
10. Pupils must not have alcohol or drugs in their possession on the bus except for prescription medication required for the student.
11. Pupils must not throw or pass objects on, from or into the bus.
12. Pupils must carry on the bus only objects that can be held in their laps (O.R.C. 3301-83-20-1).
13. Pupils must leave or board the bus at locations to which they have been assigned unless they have parental and administrative authorization to do otherwise.
14. Pupils must not put head or arms out of the bus window.
15. Guidelines will be formulated for the use and storage of equipment and other means of assistance required by handicapped pupils.
16. Proper steps will be taken to collect, store and use medical information related to pupils known to have medical problems which may require driver attention.
17. Use of cell phones on bus is prohibited.