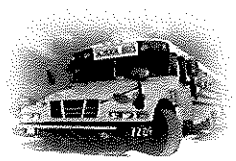


# *Transportation is a PRIVILEGE*



## **Bus Safety and Comfort Features**

*The safety and on-time arrival of every student is our top priority.*

The following safety and comfort features are available on every MSCS bus:

**GPS Tracking System:** Real time tracking of all bus locations and routes traveled.

**Air Conditioning and Heating System:** Provides comfortable riding conditions in extreme summer and winter weather.

**Video Surveillance Cameras:** Monitor student behavior and staff activity.

## **Important Information to Remember**

- Students should arrive at bus stop 5 minutes before the scheduled pick up time.
- Bus Drivers will not blow horns at bus stops.
- Students who ride bus are required to wear a mask.
- Students in grades K through 1<sup>st</sup> are required to be met at bus stop in the afternoon. These students will not be allowed to exit a school bus in the afternoon if a parent, guardian, approved adult, or a sibling **11 years old or older** is not present to receive the student.

## **Parent Responsibility Zone (PRZ)**

Parents are encouraged to transport students that live inside the PRZ or organize neighborhood walk groups where they can alternate supervision. The elementary PRZ extends 1.5 miles from the school and the middle - high school PRZ extends 2.0 miles from the school.

**Disruptive Behavior = Safety Hazard for Students and Drivers  
= Loss of Transportation Privileges**

## **Rules and Consequences**

Complete list of bus transportation rules can be obtained at the school or found on the district website [www.scsk12.org](http://www.scsk12.org). If you have additional questions regarding transportation, please call (901) 416-6077.



# Bus Student Code of Conduct

The school bus serves as an extension of the school. Any student who rides the school bus (i.e., First Student/MATA) for the privilege of being transported to and from school, may be suspended from the school bus by an Assistant Principal, Vice Principal or Principal. Any student riding the bus must remain in compliance with the Memphis-Shelby County Schools Student Code of Conduct (Policy 6050 & Policy 6022).

## Policy 6022: F. Suspension from the School/MATA Bus

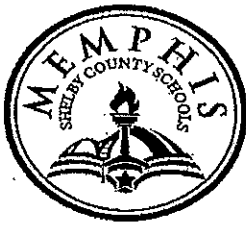
Please note the following:

- Decisions involving temporary/ permanent removal from school bus or MATA bus ridership will be made by the principal.
- In such cases, the student would have to find another means of transportation to school.
- Truancy laws would still be in effect.
- **Additional disciplinary actions may also apply when bus-related misconduct involves a violation of the Student Code of Conduct.**

Violations that occur on the bus may also result in parent/administrative conferences, detentions, and suspensions from the school environment. In such cases, this may also result in suspension from the bus for violations that affect the transportation process. Penalties and consequences are determined by the categories below.

| Category | Violation   | Penalty   |
|----------|---|---|
| <b>A</b> | Aggravated assault (staff/personnel), possession of illegal substance, possession of a firearm  | Expulsion/Suspension for 180 days (notification to law enforcement)   |
| <b>B</b> | Possession of knife, arriving under the influence (without possession), off campus criminal behavior resulting in felony and nexus to the school, severe gang activity, drug paraphernalia, counterfeit money, assault upon staff and continuous Category (C) offenses  | Out-of-School Suspension or Expulsion (11-180 day)  |
| <b>C</b> | Threatening bodily harm, false accusations against school personnel, making a threat, smoking/possession of tobacco, gang activities (not in B), fighting, vandalism, immoral/disreputable and continuous/severe Category (D)   | In-School Suspension or Out-of-School Suspension  |
| <b>D</b> | Defiance, profane/rude language, threats to students, fighting, possession of mace, inappropriate use of electronic media, harassment, bullying, refusal to produce objects during metal detectors, inciting, advising or counseling others to engage in violations, and continuous severe category (E) offenses. | Parent-Principal Conference; or Before/After School Detention/Saturday School; or In-School Suspension; or Out-of-School Suspension |
| <b>E</b> | Tardiness, class cutting, intentional disturbances, leaving school grounds, being in unauthorized areas, cheating, possession of lighters/matches, possession of electronic devices, inciting advising or counseling others to engage in category (D) offenses, dress code violations                             | Parent-Principal Conference; or Before/After School Detention/Saturday School; or In-School Suspension                              |

**Note:** The district shall comply with applicable state and/or federal laws/regulations regarding the suspension of a student receiving special education services from school/MATA bus transportation.



**TRANSPORTATION RULES  
General and Special Education**

The following student behavior and safety standards have been established as a guideline for all students eligible for transportation.

**BEHAVIOR EXPECTATIONS**

1. Students in grades K through 12 shall display their transportation bus pass to the driver upon boarding the bus both morning and afternoon. Parent Initials \_\_\_\_\_
2. Students in grades K through 1<sup>st</sup> are required to be met at bus stop in the afternoon. These students will not be allowed to exit a school bus in the afternoon if a parent, guardian, approved adult, or a sibling 11 years old or older is not present to receive the student.
3. Special education students must have a parent or guardian at their residence to receive them when dropped off. If there is no one present, they will be returned to their school for supervision until picked up by a parent or guardian.
4. Cooperate with the driver. Students shall be respectful and not use obscene and/or abusive language.
5. Use of aerosol sprays, perfumes, etc. is prohibited.
6. No screaming or yelling on the bus.
7. Students will not throw items in or out of the bus. This behavior can cause serious safety consequences.
8. No fighting, bullying, harassment or horseplay on the bus or at the bus stop.
9. Students will not deliberately stand on private property while waiting for the bus. (If the bus stop does not allow enough space, please contact MSCS Transportation).
10. Students will load and unload the bus in a safe and timely manner. Be at your bus stop at least 5 minutes prior to your assigned pick up time.
11. Students must stay seated and not turn around in their seat. Nothing should ever block the aisle.
12. Smoking and use tobacco and/or drugs on the bus or at the bus stop is prohibited.
13. Students will not extend hands, arms, head or any body parts out of the windows.
14. Students will not tamper with equipment or vandalize the bus. Parents/students will be charged for repair to damage of the interior/exterior of the school bus.
15. Students should keep bus clean. Eating and drinking on the bus is prohibited.
16. Students may not use electronic devices including cell phones, cameras, iPods/MP3 players, etc. on the school bus. Cell phones and electronic devices may not be used for phone calls, texting or taking pictures at any time while on the bus.
17. Students may only ride the bus which serves their home address and may only board or de-board at assigned stop unless approved by the school principal and/or MSCS Transportation.
18. Large band instruments are not allowed on the school bus. (See Addendum)

**SAFETY**

1. Students who ride the school bus are required to wear a mask.
2. Students will stay out of the streets while awaiting the arrival of the bus.
3. Students must remain seated until the bus has come to a complete stop and the stop arm has been extended.
4. Students shall cross the street in front of the bus and under the direction of the driver. Look both ways then proceed to cross when the driver signals to them and the bus stop arm has been extended.

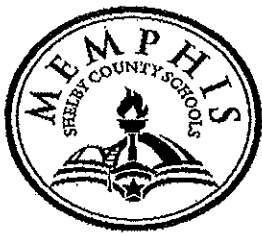
***Remember: School Bus Transportation is a Privilege***

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I hereby agree that I, as a parent or guardian of the child/children receiving transportation services, will discuss the above rules with my child/children. Furthermore, my child/children will comply with the rules for transportation established by Memphis Shelby County Schools.

Parent Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Student Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

For more information, please visit the Memphis Shelby County Schools website and review the following policies: 6050 Student Conduct on Buses; 6022 Student Behavior; 6057 Physical Relocation of Students; 3004 Student Transportation Services; and 3005 School Bus Safety Program.



**REGLAS DE TRANSPORTE**  
**Educación General y Especial**

Los siguientes estándares de comportamiento y seguridad del estudiante se han establecido como una guía para todos los estudiantes elegibles para el transporte.

**EXPECTATIVAS DE COMPORTAMIENTO**

1. Los estudiantes en los grados de Kindergarten a 12 deben mostrar su pase de transporte escolar al conductor al subir al autobús tanto por la mañana como por la tarde. *Iniciales de los padres \_\_\_\_\_*
2. Los estudiantes de los grados K a 1º deben ser recibidos en la parada de autobús por la tarde. A estos estudiantes no se les permitirá salir de un autobús escolar por la tarde si un padre, tutor, adulto aprobado o un hermano de 11 años o más no está presente para recibir al estudiante.
3. Los estudiantes de Educación Especial deben tener un padre o tutor en su residencia para recibirlos cuando están dejados en casa. Si no hay nadie presente, serán devueltos a su escuela para la supervisión hasta que sean recogidos por un padre o guardián.
4. Cooperar con el conductor. Los estudiantes deberán ser respetuosos y no usar lenguaje obsceno y / o abusivo.
5. Está prohibido el uso de aerosoles, perfumes, etc.
6. No gritar en el autobús.
7. Estudiantes No deben tirar objetos desde adentro del autobús o desde afuera al autobús. Este comportamiento puede causar serias consecuencias para la seguridad.
8. No pelear, acosar, atormentar, o jugar en el autobús o en la parada del autobús.
9. Los estudiantes no atravesarán deliberadamente propiedad privada mientras esperan el autobús. (Si la parada de autobús no permite suficiente espacio, comuníquese con la Oficina de Transporte de MSCS.)
10. Los estudiantes subirán y bajarán del autobús de manera segura y oportuna. Deben estar en su parada de autobús al menos 5 minutos antes de la hora asignada de la recogida.
11. Los estudiantes deben permanecer sentados y no voltear para atrás en sus asientos. Nada debe bloquear el pasillo.
12. Está prohibido fumar y usar tabaco y / o drogas en el autobús o en la parada del autobús.
13. Los estudiantes no extenderán las manos, los brazos, o cualquier parte del cuerpo fuera de las ventanillas.
14. Los estudiantes no manipularán el equipo ni destrozarán al autobús. Padres / estudiantes serán cobrados por la reparación de daños al interior / exterior del autobús escolar.
15. Los estudiantes deben mantener el autobús limpio. Comer y beber en el autobús está prohibido.
16. Los estudiantes no pueden usar aparatos electrónicos incluyendo teléfonos celulares, cámaras, iPods, reproductores de MP3, etc. en el autobús escolar. Los teléfonos celulares y los aparatos electrónicos no se pueden utilizar para llamadas telefónicas, mensajes de texto o para tomar fotografías en cualquier momento mientras estén en el autobús.
17. Los estudiantes sólo pueden viajar en el autobús que sirve a su domicilio y sólo pueden abordar o bajar en los lugares de parada asignados a menos que sean aprobados por el director de la escuela y / o la Oficina de Transporte de MSCS.
18. No se permiten instrumentos de banda grandes en el autobús escolar. (Véase el apéndice)

**SEGURIDAD**

1. Los estudiantes que viajan en el autobús escolar deben usar una máscara.
2. Los estudiantes permanecerán fuera de las calles mientras esperan la llegada del autobús.
3. Los estudiantes deben permanecer sentados hasta que el autobús se haya detenido completamente y se haya extendido el brazo de parada.
4. Los estudiantes deben cruzar la calle delante del autobús y bajo la dirección del conductor. Mire en ambos sentidos, luego proceda a cruzar cuando el conductor les señale y el brazo de parada del autobús se ha extendido.

*Recuerde: el transporte escolar es un a privilegio.*

\*\*\*\*\*  
Por la presente, yo, como padre o guardián del niño / niños que reciben servicios de transporte discutiré las reglas anteriores con mi niño / niños. Además, mi niño/niños cumplirán con las reglas de transporte establecidas por Escuelas del Condado de Memphis Shelby.

Firma de padre: \_\_\_\_\_ Fecha \_\_\_\_\_ Nombre en letras de molde \_\_\_\_\_

Firma del alumno: \_\_\_\_\_ Fecha \_\_\_\_\_ Nombre en letras de molde \_\_\_\_\_

Para obtener más información, visite el sitio web de las Escuelas del Condado de Memphis Shelby y revise las siguientes políticas: 6050 Conducta estudiantil en autobuses; 6022 Comportamiento estudiantil; 6057 Reubicación física de estudiantes; 3004 Servicios de Transporte Estudiantil; y el Programa de Seguridad de Autobuses Escolares 3005.