

**BURNET CISD  
TRANSPORTATION DEPARTMENT  
BUS MANAGEMENT PLAN**

TO: PARENTS AND STUDENTS

The Burnet CISD Transportation Department welcomes your students aboard the school bus. They will be among approximately 2000 students that we transport each day in a fleet of 46 routes covering 4300 miles. We mention this only to impress upon you the importance of maintaining order, and having your child's cooperation in following the rules as listed below. Because of the many miles of traffic with which we contend each day, it makes compliance with these rules a **"must"** in order to **safely** transport your child.

The school bus is an extension of the classroom. When you, the parent, turn your child over to us, you will certainly want to know that he or she is transported in a well-disciplined safe environment. We feel that the bus ride to and from school is a service. Violation of the following rules (or those of the individual driver) will result in a written referral to the campus principal. No one is forced to ride the bus, but anyone may lose his or her privilege if the rules are violated, thereby endangering the safety of other students.

1. The driver is in full charge of the bus students. Students must obey the driver and/or monitor. Lack of cooperation and/or disrespect will result in an automatic **5 day suspension** or more on first offense.
2. Fighting will result in immediate suspension. First offense, principal will suspend the student for 5 days, 2<sup>nd</sup> offense, 10 days, 3<sup>rd</sup> offense the remainder of the semester or 30 days, which ever is greater.
3. No weapons of any type will be allowed on the bus. This includes knives, pea-shooters, water balloons or any other objects that could cause pain or damage to other students, their property or property of the school district. **(Automatic 5 day or more suspension)**
4. Damage incurred to the bus, other than normal wear, will become the responsibility of the student. Example: cutting seats, vandalism, broken glass, etc. **(Automatic 5 day suspension plus cost of repairs)**
5. Tobacco, in any form, obscene language, gestures or materials will not be allowed while riding the bus. **(Automatic 5 day or more suspension)**
6. Tampering with any emergency device on the school bus will not be permitted. (Back door handles, window releases or roof hatch). Back door will be used for emergency use only. **(Automatic 5 day suspension)**
7. Students will not throw, pitch or shoot articles within the bus, or throw articles out the window.
8. Students will cross in front of the bus only. **(One warning, automatic suspension on next offense)**
9. No glass containers will be allowed on the bus. There will be no eating, chewing gum or drinking anything other than water in a clear plastic bottle on the bus.

10. Students will not, at any time, extend arms, hands, feet or heads out the bus window. You are to remain seated while bus is in motion, and the aisles are to be kept clear at all times.
11. Students shall bring a signed note from their parent for permission to get off the bus at any stop other than their designated stop. No one will be permitted to board the bus without an eligible rider form or signed note from a parent or school office official. No more than 2 guests will be allowed, this will be at the discretion of the driver.
12. Only band instruments that can be held in the lap or between the student's legs will be allowed on the bus. No school projects or fund- raisers that cannot be held comfortably or safely in the lap will be allowed.
13. Students shall conduct themselves in an orderly manner when boarding or leaving the bus. No pushing or shoving at anytime. There will be no touching or other signs of affection allowed in line or on the bus.
14. Students must ride the bus they are assigned, and be at their assigned bus stop at least 5 minutes prior to scheduled time. No student may change from one bus to another. Any student that has been suspended from their regular bus may not ride another bus.
15. Drivers are required to assign seating. Boys will be seated on one side of the bus and girls on the opposite side. The driver will be in charge of the radio station, and no station airing obscene language or music will be allowed.
16. Animals and/or toys, including school projects, will not be allowed on the bus at any time.
17. All personal items (makeup, cologne, perfume, hairspray, game boys, C.D. players and phones, etc.) will be turned off and remain in back packs. This will include pens and pencils.
18. For the violation of these rules, or the failure to obey the driver and/or monitor, students will be reported to their respective campus principal who may bar any student, temporarily or permanently, from riding the school bus.
19. Referrals are to be signed by the parent and returned within 3 school days.
20. Our buses are equipped with video cameras. This is for the protection of both the students and the driver. The videos are to be viewed only by the appropriate school administrators. Parents are not allowed to view any of the bus videos. This falls under FERPA, which deals with the privacy act.

**Thank you and your students for your cooperation and assistance in making this a successful and safe school year.**

Nancy Barnhill  
Transportation Director

**STUDENT ELIGIBILITY FORM**

Information needed for student to be eligible to ride school bus to and from school  
Please provide all information requested, using **one form per student**.

\_\_\_\_\_  
**STUDENT NAME (PRINTED) AGE                      GRADE                      BUS #**

\_\_\_\_\_  
**STUDENT'S ADDRESS**

\_\_\_\_\_  
**HOME PHONE                      WORK PHONE                      CELL/EMERGENCY #**

\_\_\_\_\_  
**COMMENTS**

\_\_\_\_\_  
**PARENT PRINTED NAME**

**PARENT'S SIGNATURE**

\_\_\_\_\_

**STUDENT'S SIGNATURE**

By your and your student's signature, you are acknowledging that you have read and understand the rules as listed.

**THIS FORM MUST BE RETURNED TO BUS DRIVER WITHIN 5 DAYS.**