**Elmore County Board of Education**

 **Transportation Department**

**Transportation Coordinator** 100 H. H. Robison Drive **Asst. Transportation Supervisor**

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 334-567-1200

**Routing Specialist Shop Foreman**

Lisa Mackall Frank Hysmith

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**Transportation Department Code of Conduct and Safety Rules**

**Safe transportation is the responsibility of school officials, parents and students. The authority of school officials extends to and includes transportation of students. All students are expected to conduct themselves as good citizens and abide by the following rules:**

1) **DO NOT STAND** or **PLAY** in the road while waiting for your bus.

2) Be sure the bus is **completely stopped** before you board or exit.

3) Keep head, arms, hands and legs inside the bus at **ALL TIMES**.

4) **Never use** the **EMERGENCY EXIT DOOR** **except** in case of and **EMERGENCY**.

5) **Participate in NO ACTIVITY that may divert your driver’s attention from driving**.

6) **ALWAYS REMAIN** **in your seat** until time for you to **leave bus**.

7) In an **EMERGENCY**, **REMAIN** in your seat **until the driver tells you otherwise**.

8) Assist the driver in assuring the safety and comfort of small children.

9) When getting off the bus, be sure the driver can see you at all times. Don’t loiter, check the

 mail or pickup anything that has been dropped.

10) **Never** eat or drink on the bus.

11) Absolute quiet is necessary at main intersections and railroad crossings.

12) Live, dead or preserved animals, objects larger than 24”X24” are not permitted on the bus.

13) Be at your designated stop **10 minutes prior** to your busses arrival time.

14) The bus driver is in **COMPLETE AUTHORITY**; extend to him/her your support and

 cooperation at all times.

15) **ALWAYS** show courtesy and respect for the rights of others.

16) **DO NOT** Deface or Damage the bus in any manner; assist in keeping it clean.

17) Vulgar language, profanity or loud noise is **PROHIBITIED**.

18) Never throw objects in or from the bus.

19) Students are expected to ride their assigned bus and board or get off at their designated stop,

 except by permission from the school with a bus pass.

20) Any activity that is not conductive to good conduct will not be allowed. Students unwilling

 to conduct themselves as good citizens may forfeit the right to ride a school bus.

21) **Failure to identify self may result in suspension or expulsion from the school bus**……

22) When a student is assigned to ECAP for a bus violation, that student is also suspended from

 the bus until the completion of their ECAP assignment……