WS/FCS PARENT/GUARDIAN & STUDENT BUS AGREEMENT 2024-2025

WS/FCS Terms and Conditions

The Parent/Guardian & Student(s) acknowledges and agrees to the following receiving transportation:

1. Review and discuss the R.I.D.E.S. expectations with your child(ren).
2. Review and discuss the Bus Discipline Matrix with your child(ren)
3. Pursuant to WS/FCS Board Policy 3541 School Bus Transportation, the Parent/Guardian or designee (in 4th grade or at least 9 years old) are responsible for being at the bus stop (morning and/or afternoon) for students who are Pre-K through 3rd grade or ages 3-8.
4. The student(s) comply with the WS/FCS School Bus Expectations while being transported to and from school (including any school sponsored sport, club, or field trip related activities). The Parent/Guardian(s) and/or Student(s) have read and agree to abide by the WS/FCS School Bus Expectations (R.I.D.E.S.), School Bus Policy in the WS/FCS Code of Character, Conduct, and Support, WS/FCS Board Policy 5131 outlining student conduct at school which includes bus transportation and/or WS/FCS Board Policy 1170 outlining a person trespassing or impeding the progress of a public school or activity bus.

We understand that the student is responsible for their conduct while on the bus. We acknowledge that the school bus driver is responsible for the safety and transportation and the student is accountable to the bus driver while riding the bus. We understand that violating this agreement can result in disciplinary action (using the WS/FCS Bus Discipline Matrix and/or WS/FCS Student Code of Character, Conduct, and Support). Our signatures below indicates that we have read the following School Bus Agreement, and we are committed to honoring and following the expectations.

By signing this form, we certify that we have read and accept the terms and conditions of the WS/FCS Parent/Guardian & Student Bus Agreement.

Parent/Guardian Name:	Parent/Guardian Signature:		Date:
Student Name:	Student Signature:	Grade:	Date:
Student Name:	Student Signature:	Grade:	Date:
Student Name:	Student Signature:	Grade:	Date:
Student Name:	Student Signature:	Grade:	Date:
Student Name:	Student Signature:	Grade:	Date:
Student Name:	Student Signature:	Grade:	Date:

WS/FCS Bus Expectations

R.I.D.E.S Expectations	Student	Bus Driver	Parent	Administrators
Responsibility	○ Follow bus driver directions quickly ○ Keep aisles & exits clear of personal belongings ○ Treat drivers/staff with respect and courtesy	○ Treat students with respect and dignity ○ Speak with a respectful tone ○ Utilize seating charts as needed	○ Treat drivers and students with courtesy and respect ○ Make sure your child(ren) is at the bus stop on time ○ Review and discuss R.I.D.E.S. expectations with your child(ren)	○ Make sure R.I.D.E.S. merits are connected to school-wide incentives ○ Treat drivers and students with courtesy and respect
Integrity	○ Follow all school expectations on the bus ○ Use inside voices to talk to those near you ○ Use earbuds for electronic devices or keep the volume low	○ Model respectful behavior ○ Respond in ways that are in the student's best interest and safety	○ Speak with a calm, respectful tone ○ **ONLY** board a bus **IF** invited by a school official[1]	○ Respect boarding pass timeline when new students are added to buses ○ Communicate with drivers about the results of write ups
Discipline	○ Save snacks & drinks until off the bus ○ Keep bus free of harmful items	○ Seek solutions and safest intervention possible ○ Use the least intrusive intervention possible ○ Depersonalize student behavior	○ Contact your child's school administrators for bus concerns or conflicts ○ Be open to listening to all sides	○ Be present during arrival and dismissal to gather any merits or disciplinary referrals
Excellence	○ Use kind & respectful words with everybody ○ Stay in seat, facing forward	○ Greet all students as they enter/exit the bus ○ Build positive relationships with students ○ Acknowledge students following R.I.D.E.S. expectations	○ Refrain from impeding the completion of bus routes ○ Create a morning routine that helps your child catch the bus	○ Develop and follow arrival and dismissal processes that support the loading of buses timely, efficiently, and safely ○ Ensure R.I.D.E.S. expectations are taught to students
Safety	○ Keep hands & feet to yourself ○ Keep body parts & objects inside the bus ○ Keep dangerous & harmful items off the bus	○ Address behavior concerns quickly and consistently ○ Review the R.I.D.E.S. Expectation Matrix ○ Review the Bus Discipline Matrix	○ Contact your child's school administrators for bus concerns or conflicts ○ Review and discuss the Bus Discipline Matrix with your child(ren)	○ Respond promptly to student, driver and parent concerns/conflicts/referrals ○ Respond promptly to emergencies, accidents & buses returning to schools

[1] See WS/FCS Board Policy Code 1170 Civility Policy: Section 1, Part B, Number 5 on Trespassing or Impeding the progress of a public school or activity bus

WS/FCS Bus Discipline Matrix

1. School administration can consider suspending a student from the bus in the morning, afternoon, or both.
2. Prior to assigning bus suspension, administration needs to consider/check if a student has a disability that affords them procedural safeguards to maintain their access to a free and appropriate public education (FAPE). Administration needs to consider the following factors that may mitigate or aggravate an offense: if behaviors are a manifestation of a student's disability, any developmental challenges, the age of the student, and/or other factors noted in the WS/FCS Code of Character, Conduct, and Support.

Level 1: Including but not limited to	**On Bus Actions**	Write-Ups are handled by school-based administration			
		1st Write-Up	**2nd Write-Up**	**3rd Write-Up**	**4th Write-Up**
❑ Throwing paper/non-threatening items ❑ Not seated properly ❑ Body part outside the bus window ❑ Standing while bus is in motion or changing seats ❑ Inappropriate loud noises ❑ Refusing to obey the bus driver ❑ Unsafe behavior outside of the bus (i.e. crossing behind the bus) ❑ Eating or drinking on the bus ❑ Inappropriate gestures ❑ Littering	Verbal Warnings, Change of Seat	Phone Call home and/or written notice sent home	Written notice sent home and/or 1 to 3 day bus suspension	1 to 5 day bus suspension	1 to 5 day bus suspension
Level 2: Including but not limited to	**On Bus Actions**	**1st Write-Up**	**2nd Write-Up**	**3rd Write-Up**	**4 or More Write-Ups[2]**
❑ Writing on seats ❑ Hurtful teasing and name-calling (non-bias related) ❑ Inappropriate display of affection ❑ Physical aggression without the intention of harm (i.e., horseplay) ❑ Swearing or cursing ❑ After 4 Level 1 Write Ups, all subsequent write ups are treated as Level 2	Verbal Warnings, Change of Seat	Written notice sent home and/or 1 to 3 day bus suspension	Parent Conference and/or 1 to 5 day bus suspension	1 to 10 day bus suspension	1 day up to remainder of the school year bus suspension
Level 3: Including but not limited to:		**1st Write-Up**	**2nd Write-Up**	**3rd Write-Up**	**4 or More Write-Ups[2]**
❑ Theft of other student(s) or staff belongings ❑ Damage to property (i.e. cutting seats, other vandalism) ❑ Possession of matches/lighter ❑ Possession of chemical or drug paraphernalia ❑ Aggressive verbal abuse of the bus driver or student(s) (i.e. insulting, vulgar, or abusive language) ❑ Bullying targeted to individual(s) that is verbally or physically aggressive ❑ Harassment hurtful teasing and name-calling (bias-related) ❑ Physical aggression with intent to harm ❑ Possession/Use of inappropriate items (i.e. cigarette lighters) ❑ Possession/use of tobacco or alcohol (includes vaping devices) ❑ Indecent exposure ❑ Display of affiliation with gang ❑ Throwing threatening items on or off bus (i.e. water bottles, laptops, books)		Written notice sent home and/or 1 to 5 day bus suspension	1 to 5 day bus suspension	1 to 10 day bus suspension	1 day up to remainder of the school year bus suspension

[2] Any single assignment of more than 10 day bus suspension requires approval from the Deputy Superintendent.

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Level 4: Including but not limited to:	****Levels 4-6 offenses <u>will be first addressed</u> using the consequences in the WS/FCS Code of Character Conduct and Support****				
			1st Write-Up	**2nd Write-Up**	**3rd Write-Up[3]**
❑ Harassment that is verbally or physically aggressive targeted to an individual(s) ❑ Bullying incidents that cause serious emotional or physical harm or seriously damages a person's name or reputation ❑ Possession/Use of obscene materials (i.e. pornography) ❑ Possession/Use of a counterfeit weapon (i.e. look-a-like weapons, water pistols, rubber knives) ❑ Fighting ❑ Possession/use of controlled substances ❑ Gang activity with actual threat or act of violence ❑ Mutual consensual sexual contact between students ❑ Tampering with emergency exits			May include ISS/OSS or 1 to 5 day bus suspension	May include ISS/OSS or 1 to 10 day bus suspension	May include ISS/OSS or 1 day up to remainder of the school year bus suspension
Level 5: Including but not limited to:				**1st Write-Up**	**2nd Write-Up[3]**
❑ Sexual harassment ❑ Distribution/sale of controlled or illegal substances ❑ Intentionally throwing an object at or into the driver's area ❑ Starting fire with no destruction of property ❑ Possession of weapon without intent to use (knife, sharp objects or other dangerous weapons)				May include ISS/OSS or 1 to 10 day bus suspension	May include ISS/OSS or 1 day up to remainder of the school year bus suspension
Level 6: Including but not limited to:					**1st Write-Up[3]**
❑ Possession of a weapon with use or intent to use (i.e. mace when used as a weapon, BB gun, brass knuckles) ❑ Starting fire with destruction of property ❑ Striking the bus driver (i.e. throws object, hits with fist, etc.) ❑ Any student behaviors identified as Persistently Dangerous (PD) as identified in the WS/FCS Code of Character, Conduct, and Support					May include ISS/OSS or 1 day up to remainder of the school year bus suspension

[3] Any single assignment of more than 10 day bus suspension requires approval from the Deputy Superintendent.