



The Board of Public Education may provide, **as a privilege**, not a right, transportation for children living within the legal boundaries of Davidson County. Students who are legally enrolled in Metropolitan Nashville Public Schools will be eligible for transportation to their zoned schools in accordance with DSOP 5112. Parents and guardians who fail to act responsibly in requiring their child to uphold the rules for school bus safety may subject themselves to providing their child's transportation to and from school for an indefinite period of time as determined by the school administration.

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Review

Conduct and Discipline of Students on Buses

A student shall become ineligible for transportation when his/her conduct causes a disturbance or jeopardize the safety of the passengers, the driver, and/or the public. In addition, all students shall obey all state or local rules and regulations pertaining to pupil transportation. School bus transportation is a privilege, not a right; therefore, all school rules apply to bus riders, whether on school grounds, school buses, and bus stops during before, or after school hours. Please refer to the **Code of Student Conduct** handbook.

Bus Drivers Responsibilities for Student Discipline

Each driver should maintain a daily record of student disciplinary problems and related actions taken by the driver. This record should include the names of students who were reprimanded, reasons for the reprimands and any actions taken by the driver to address the problems.

- Under normal circumstances, a driver shall not put a student off the bus or refuse to transport a student. However, a bus driver may refuse to transport a student who has been suspended from the school or the bus, when a student's conduct at the bus stop demonstrates behavior that puts other students or the driver at risk.
 - In the event a driver refuses to transport a student, the driver shall notify his/her dispatcher immediately (via two-way radio) school administration and/or other authorities.
- The driver should report infractions to the principal on the School Bus Incident Report.
 - Prior to filling out a bus incident report, the driver will attempt to resolve less serious problems.

- The driver will deal with minor offenses by first reprimanding the offending student and/or counseling with the student after the other students are off the bus (tell the student exactly what behavior is expected of him/her without threats or anger). If the behavior continues, the driver should move the student to the front seat and/or require that he/she stay seated until all the other students are off the bus.
- If the student continues to misbehave, the driver should file a School Bus Incident Report with the principal.
- The school principal is responsible for formal discipline and only the principal or his/her designee can administer discipline to a student. If repeated School Bus Incident Reports are filed and there is no evidence of supportive disciplinary action being taken, the driver should discuss the matter with the Department of Transportation. Drivers shall not get into a confrontation with the local school personnel. Drivers should retain the goldenrod (last page) copy of the School Bus Incident Report for their record.

Building Principal Responsibilities for Student Discipline

- The driver has the responsibility to report specific information about the student's infraction on the School Bus Incident Report.
- It is the responsibility of the building principal or designee to investigate the infraction in a timely manner and determine if disciplinary action is necessary. Only the principal or his/her designee may suspend a student from school or the school bus. Committing any zero tolerance rules, physical fights, or hitting of other students or the bus driver will result in an automatic suspension from the school bus and/or school.
- The principal or designee has the responsibility to investigate whether or not student disciplinary action or suspension from the bus is appropriate based upon the offense.
- The principal or designee will complete the School Bus Incident Report in a timely manner and specify any action taken. The principal shall notify the parent or guardian and the bus driver and provide required copies of the incident report. The principal or designee shall retain the white copy to file in the student record (school's copy).
- If bus suspension is deemed appropriate, the principal or designee shall make every attempt to contact the parent or guardian that the student's bus privileges have been suspended and the dates of suspension. The principal will inform the parent that the student is still required to attend school during the bus suspension, unless the student has been suspended from school.
- The principal or designee shall include, on the School Bus Incident Form, effective dates when a student's bus riding privilege has been suspended. A copy of the School Bus Incident Report must be provided to the bus driver and parent.

References and Authority

- DSOP 5112