

BUS CONDUCT

Video Cameras on School Buses

1. Record of Use
The contractor shall maintain a log of each recorded tape. The log must be submitted to the District office. The log must include the names of those viewing the tape, the reasons, time and location.
2. Contractor's Personnel
Only the state-wide manager, local contract manager, the dispatcher, the driver, and the attendant, if any, are permitted to view the tape. If an accident occurred, then other contractor's management may view the tape.
3. District Personnel
The student's principal or his/her designee are permitted to view the tape. Upon the expressed Superintendent's approval, other district personnel may view the tape if they have a compelling reason to do so.
4. Parents/Guardians
The student's parents or legal guardians may view the portion of the tape showing the student's misconduct.
5. Other Agencies
In special situations, the tape may be viewed by other agencies, including law enforcement, if there is a compelling reason. Only the Superintendent may approve outside agencies viewing the tape.
6. Viewing
The confidential nature of the video tape recordings of the activities on the school buses require the utmost consideration. The tapes must be safeguarded at all times and the viewing must be limited to only those individuals directly involved. Activities displayed on the tapes should not be discussed with people not directly involved.

Because school bus passengers' behavior can directly affect their safety and the safety of others, the following regulations apply at all times when students are riding a school bus, including on field trips and other special trips. School personnel, parents/guardians and the students themselves all must see that these regulations are followed.

1. Parents of students intending to ride a school bus are to sign and submit a transportation agreement with 10 days of starting bus service. (*Exhibit 5131.3*)
2. Riders shall follow the instructions and directions of the bus driver at all times.

Students

AR 5131.3(b)

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3. Riders should arrive at the bus stop on time and stand in a safe place to wait quietly for the bus.
4. Riders shall enter the bus in an orderly manner and go directly to their seats.
5. Riders shall remain seated while the bus is in motion and shall not obstruct the aisle with their legs, feet, or other objects. When reaching their destination, riders shall remain seated until the bus stops and only then enter the aisle and go directly to the exit.
6. Riders should be courteous to the driver and to fellow passengers.
7. Serious safety hazards can result from noise or behavior that distract the driver. Loud talking, laughing, yelling, singing, whistling, scuffling, throwing objects, smoking, eating, drinking, standing and changing seats are prohibited actions which may lead to suspension of riding privileges.
8. No part of the body, hands, arms or head should be put out of the window. Nothing should be thrown from the bus.
9. Riders shall help keep the bus and the area around the bus stop clean. Riders shall not damage or deface the bus or tamper with bus equipment.
10. No animals or insects shall be allowed on the bus.
11. Riders should be alert for traffic when leaving the bus.
12. Weapons shall not be permitted on the school bus.

Riders who fail to comply with the above rules shall be reported to the school principal, who shall determine the severity of the misconduct and take action accordingly. In all instances of misconduct, the rider and his/her parent/guardian shall be given notice and warning. In the case of a severe violation or repeated offenses, the rider may be denied transportation for a period of time determined by the principal, up to the remainder of the school year.

Bus drivers shall not deny transportation except as directed by the principal.

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT

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