

WARRICK COUNTY

SCHOOL CORPORATION

Transportation Department Guidelines

- Students will not be eligible for transportation to any school outside of their home district dictated by the student's primary address ONLY.
- Students are only allowed one bus from their primary address unless otherwise approved by the Transportation Department.
- Only authorized students are permitted on buses. New students must get approval from the Transportation Department. Due to limited capacity and assigned seats on the buses, occasional student riders (Clubs, extracurricular activities, friends, etc.) wanting to ride a bus, other than their assigned route, will not be allowed.
- No student shall get off the bus at any other location besides their assigned bus stop, or their school, unless given permission from the Transportation Department.
- Buses are only allowed to make residential stops for students. We will not transport to a business or commercial location.
- A student may ride a bus to/from their childcare provider IF:
 - a. It is located in the same school district as the student's primary residence.
 - b. It is located on the existing path that the bus travels. We will not add roads to bus routes to accommodate childcare.
 - c. It is the only bus they ride. The child cannot ride one bus from home and another bus to childcare.
 - d. There is room available on the bus without displacing students who live on this route. If the bus becomes overcrowded with regular riders the student going to the childcare provider will be taken off the route first before any adjustments.
- Transfer buses are only for students in the Excel program at Chandler Elementary, St. John students, and Boonville Middle School students who live within the city limits and walk to a designated bus stop. All other students attending a school out of district must provide their own transportation.
- Out-of-district students are not permitted on the transfer bus.
- A school bus is school property and entry without the bus driver's permission is considered trespassing and punishable by law.
- Due to schedule/safety constraints if a student misses his/her school bus the drivers cannot return to pick the student up and parents/guardians will be responsible for transportation.
- Students and/or families will be held liable for damages that the student causes to school property.¹

¹ Revised for 2025-26 School Year

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Bus Service¹

School buses that are used to transport students to and from school-related activities are an extension of the school, and as such, students are bound by the State of Indiana Discipline Code, as well as school rules and regulations. Students are under the school's jurisdiction from the time they enter the bus in the morning until they arrive at their bus stop in the evening. The primary concern of transporting students must be their safety. The bus driver must assume this serious responsibility, and as such, any student behavior that may distract the driver and affect his/her skill in driving the bus will result in disciplinary action.

Bus Rules/Safety Reminders

Bus Stop

- Be at your assigned **bus stop** 5 minutes early and understand there can be delays.
- Stay out of the street at the bus stop.
- Keep hands and feet to yourself while waiting for the bus and when boarding the bus.
- Students are only allowed to board and exit at their assigned stop ONLY.

Boarding/Exiting the Bus

- Stand back away from the edge of the road as the bus approaches your stop.
- Wait for the bus to come to a complete stop and the door to open before approaching the bus.
- Use handrails when boarding and exiting the bus.
- Move promptly to your assigned seat.
- Wait for the bus to come to a complete stop before standing up and be prepared to exit.
- If a student needs to cross the road, cross in front of the bus where the driver can see you, have **full attention** on the road and cars, and wait for the driver's directions before crossing.

On The Bus

- Obey the bus driver and all school rules laid out in the WCSC Student Handbook as the bus is an extension of the school/classroom.
- Be courteous; respect others and their property- NO BULLYING
- No use of abusive, profane, or unacceptable language on the bus.
- No eating, drinking, or chewing gum on the bus unless permission is given at the discretion of the driver or Transportation Department.
- Standing, climbing, or putting feet on the seats is prohibited.
- Moving about while the bus is in motion is prohibited. Remain seated and facing forward with your back against the seat at all times.
- Never lower the windows unless the driver gives permission. Never lower the windows beyond the halfway point.
- Never extend your arm or head or any body part out of the bus window.
- Never throw objects from the bus.
- No smoking, vaping, using tobacco, or drugs on the bus.

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- Animals, etc. are not allowed on the bus unless otherwise approved for service needs.
- Laser pointers and other similar electronic devices are not permitted.
- Cell phones, electronic games/devices, and headphones may be permitted as long as they do not create a distraction or disruption for the bus driver, nor create an unsafe condition for other riders.
- Students are not permitted to take pictures, audio or video recording on the bus.
- There will be no talking to the driver while the bus is in motion and overall noise should be kept to a minimum, except for emergencies.
- Passengers will not tamper with the emergency door or any other part of the bus without instructions from the driver.
- Only authorized students are permitted on buses.
- Use of perfume, cologne, or other scented products is prohibited on the bus.
- Remember that riding the school bus is a privilege, and like all privileges, they may be lost.

Bus Discipline Reminders²

- Positive reinforcement for good student behavior is encouraged and consequences (see Pages 4060-R-5 and 4060-R-9 through 4060-R-16) will be implemented when students choose to engage in disruptive behavior leading to misconduct. Consequences will be imposed for student misconduct which occurs during school hours, at any school sponsored or related activity and/or while traveling to and from school.
- The list of Consequences - can be found on the WCSC website (4060 - Student Discipline) is not intended to be an all-inclusive list. Schools reserve the right to address any other forms of misconduct not listed on the following pages and to apply any reasonable penalty in response to such misconduct.

² Revised for 2025-26 School Year