



## School Bus Behavior Policy



Dear Parent/Guardian:

Please read, sign, and return the following notice. Many families have chosen NCA even though they live a great distance from the school. NCA has opted to purchase school buses to provide transportation services for our families. In order to receive school bus service, your student(s) must adhere to the following behavior policies or risk losing the privilege to ride the bus for the duration of the school year. Bus service is a privilege, not a right. NCA considers this policy to be a matter of safety, and it is therefore non-negotiable.

1. Expected Conduct for School Bus Students (this includes conduct at the bus stop)
  - a. Abide by the North Central Academy Code of Conduct.
  - b. Be respectful, kind, courteous, and conscientious of all other individuals on the bus.
  - c. Be respectful of the bus property and property of others.
  - d. Remain quietly in your seat. Students must face forward with feet and bodies inside the seat and remain seated at ALL times.
  - e. Follow the bus driver's directions promptly the first time they are given.
  - f. No eating or drinking (other than water).
  
2. Discipline Sanctions
  - a. **Minor Incidents** will result in a warning and/or a call to parent
  - b. **Moderate Incidents** will result in suspension from the bus, with the duration determined by the principal.
  - c. **Severe Incidents** will result in suspension from the bus and may result in dismissal from the school bus for the remainder of the year.

If a student is suspended from transportation services, parents/guardians are responsible for finding alternate means of transportation. Students who fail to report to school due to being suspended from transportation services will be marked as "unexcused". Suspension from the bus does not mean suspension from school. Additionally, conduct resulting in a suspension from the bus may also result in disciplinary action from the school. Furthermore, parents/guardians may be liable for property damage or injury caused by their child.

3. Bus Assignment & Temporary Route Changes
  - a. Students will be assigned a bus route based on their location.
  - b. Students will NOT be allowed to change routes without advanced notice.
  - c. All bus route changes MUST go through the NCA office. This includes riding to/from other student's homes, riding to a different bus stop, etc. This is for the safety of all students.
  - d. Transportation changes must be reported to the NCA office no later than 2:30 pm.

It is suggested that students bring one of the following approved activities on the school bus:

- 1. Book(s) to read.
- 2. Handheld gaming devices: headphones must be worn, and volume levels must be low enough that only the student can hear the device. These devices MUST remain in the student's locker during school hours; failure to do so will result in the student losing the privilege of using a game system on the bus.
- 3. Phones, music devices (MP3, iPod etc.): headphones must be worn, and volume levels must be low enough that only the student can hear the device. These devices MUST remain in the student's locker during school hours; failure to do so will result in the student losing the privilege of using a phone or music device on the bus.

These policies will be enforced by all NCA staff members, including bus drivers.

Please review these rules with your student(s) and sign below. By signing, you acknowledge that you understand, and will abide by, the NCA bus policies.

Parent's Name (Printed)	Parent's Signature
Student's Name (Printed)	Student's Signature

If you have any questions regarding bus routes or policies please contact  
Transportation Director Spencer Lindenberg at 989-297-6412.