

Activity Trips

The use of school buses is strictly limited to school activities except when buses are leased with the approval of the Board of Trustees. Buses may be leased from the School District at the current cost per mile. On all activity runs, buses will be operated by a qualified bus driver, and only authorized activity participants, professional staff and chaperones assigned by the administration may ride the bus.

A duplicate copy of the passenger list will be made for all activity trips. One (1) copy will remain with the professional staff member in charge on the bus and one (1) copy will be given to the Activities Director before the bus departs.

All buses used to transport students on activity trips shall be in safe mechanical and good working condition.

Student Travel to/from Extracurricular or Co-Curricular Activity

Unless other travel arrangements are authorized, students will board the bus at the school designated as point of origin for the trip and will return to the point of origin in the bus.-

The only variation allowed in this regulation is the release of students to parents in a face-to-face situation at the close of the activity before buses begin the return trip. Such release will require a signed, dated note from the parent.

The activity must provide at least one instructor, coach or adult sponsor for each bus on a special trip who shall be familiar with or provide a copy of this policy. The bus driver will be responsible for the safe operation of the bus. The sponsor will be responsible for supervision of students and enforcement of bus rules. The advisor or supervisors will be responsible for the conduct and supervision of the students involved in the activity. Any adult designated by the principal as a sponsor will have such authority. A person other than the supervisor will drive the bus whenever it is feasible.

Students will be expected to be on their best behavior. Students will be segregated with either the boys or the girls in the front of the bus. This will be at the discretion of the advisor. Students must follow all school bus rules with this exception: Food and drink not in glass containers will be allowed on the bus with permission of the principal. However, any debris must be cleaned up at the end of the trip and before students leave the bus.

If a student causes a disruption or hazard on the bus, a hearing will be held with the principal, driver, instructor, coach or adult sponsor, parent/guardian and student. The driver, instructor, coach or adult sponsor, parent/guardian and the student will have the opportunity to share with

the principal their perceptions of the problem. If the principal finds that there has been an infraction of bus rules, he/she will take the following action:

1. On the first infraction, the student will be warned that following any further infraction he/she will be declared ineligible for transportation to the extracurricular or co-curricular activities for one event.
2. On the second infraction during a semester, the student will be declared ineligible for transportation to the extracurricular or co-curricular activity for two events.
3. On the third infraction during a semester, the student will be declared ineligible for transportation to the extracurricular or co-curricular activities for the remainder of the semester.

Based on the severity of the problem as it relates to respect and safety for others, the principal may bypass step #1 and/or step #2 above and immediately declare the student ineligible for transportation for two weeks or for the remainder of the semester.

Cross Reference: 3380 Extracurricular and Co-Curricular Participation Policy

Legal Reference: IDAPA 08.02.02.190 Program Operations

Policy History:

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Revised on: