

## ***BUS TRANSPORTATION (cont.)***

### **BUS RULES**

1. Pupils must know that while being transported they are under the authority of the driver of the bus.
2. Students should be at the bus stop a few minutes early to ensure transportation to school.
3. The school bus is viewed as an extension of school. Students are expected to adhere to the rules/regulations established by the bus driver. The bus driver is in full charge of the bus and its riders.
4. Riders must board or alight from the bus only when it is stopped.
5. Pupils must make sure the road is clear before they cross to or from the bus. The bus driver will give instructions to follow when crossing the road.
6. Pupils must occupy the seats assigned to them by the bus driver or the principal.
7. Pupils must keep their hands, arms, heads, or bodies inside the bus and its windows.
8. CD/MP3 players/IPODs, other electronic items, and animals are to be kept at home and are not to be brought on the bus. Likewise, gum chewing, eating, drinking, and use of cellular telephones are not permitted on the bus.
9. Pupils will be permitted to talk in a normal manner, but loud, profane, and obscene language will not be permitted.
10. Pupils are permitted to talk to the bus driver only when the bus is stopped, that is, not in motion.
11. Pupils must get permission from the bus driver in order to open or close any bus window. They shall not regulate nor operate any part of the bus.
12. Pupils have a responsibility to keep the bus clean. Everyone is expected to do his/her part to keep the floor clear of waste paper and dirt and to keep the upholstery and interior finish in excellent condition.
13. Every student is expected to behave in a manner that does not distract the bus driver in any way nor endanger the safety of anyone on the bus.

***The safety of our children is of utmost importance.*** Students who violate any of the rules will receive a "bus conduct report" that will be sent home to the parent in addition to any other disciplinary consequences. The parent is to sign and return the form to the principal. ***Students who act in a manner that jeopardizes the safety of the bus and its occupants are subject to loss of bus privileges for a period of time to be determined by the school administration.***

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## **ATTENDANCE**

In order for the Board of Education to fulfill its responsibility for providing a thorough and efficient education for each pupil, the complete cooperation of parents and students is required to maintain a high level of school attendance. The frequent absence of pupils from classroom learning experiences disrupts the continuity of the instructional process and limits the ability of pupils to complete the prescribed curriculum requirements successfully.

The Board of Education requires that all pupils attend school during the days and hours that the school is in session. Excused absences from school are for ***only*** the following reasons:

### **Pupil Illness, Family Emergencies, and/or Religious Holidays.**

Please know that family vacations are **NOT EXCUSED** absences from school. Work cannot be provided for your student until they return to school. It is your student's responsibility to complete make up assignments in a timely manner.

A pupil who has any sign of fever, chills, a very runny nose, severe cough, unusual skin eruptions, earache, red sore throat, or diarrhea should not be sent to school. Such symptoms may indicate the beginning of a contagious disease. It frequently means that the child has to be sent home.

No student will be allowed to leave school due to illness unless the school nurse has taken necessary steps to contact the parents and arranged for transportation.

According to Board policy, a warning notice shall be given to any pupil, and to the parent, who has been absent more than 10 days in any school year. Retention will be considered when the student has been absent from school for a total of twenty or more days.

In an effort to ensure the safe arrival of all students and by Board policy, parents are requested to report a pupil's absence from school by calling the **Absentee Mailbox Number (908) 996-2941 ext. 550** before 9:30 a.m. on each day the pupil is absent.

Please note that if the school does not receive a call before 9:30 a.m., the school will call your home or place of business regarding the child's absence.

Following an absence from school, a pupil is required to present a note from the parents indicating the reason for the absence.