

TRANSPORTATION – SUPERVISION AND DISCIPLINE

All students must behave appropriately as passengers on a school bus. Clearly understood and well-enforced rules are necessary for the successful management of students who ride school buses. Bus rules for the Town of Webb Union Free School students will be developed by the Superintendent and distributed to parents in August and reviewed with the student body in September of each year.

Misbehavior problems on the buses will be handled in accordance with established administrative procedures.

Suspension of bus riding privileges may be short term (5 days or less), or long term (beyond 5 days).

1. Short-Term Suspensions - May be imposed by the Board of Education, Superintendent, or Building Principal. No other employee may impose a short-term suspension.

Any student suspended for five days or less must be afforded all of the following:

- 1.1 Written notice of the charges against him or her.
- 1.2 If the student denies the charges, an explanation of the evidence the school has.
- 1.3 An opportunity to present his/her side of the story.

Notice of charges and the opportunity to rebut these charges must occur before the suspension begins, except when the student's conduct poses an emergency situation. In these cases, the notice and hearing must follow as soon as practical. On request, the student and parent must be given an opportunity for an informal conference with the Principal, at which time the parent may ask questions of the witnesses who made the complaint. During the student's bus suspension, it is the responsibility of the parent or guardian to provide transportation to and from school. However, if it is determined by the Superintendent that this method of transportation places an undue hardship on the family, the student then MAY be entitled to an alternative means of education.

2. Long-Term Suspension - A student's bus riding privileges may be suspended for a period of greater than five days as a result of chronic or severe discipline problems. Only the Board of Education or Superintendent may suspend bus privileges. An opportunity for a hearing must be given by the fifth day of the suspension.

In the event of a hearing, the student has the right to:

- 2.1 Reasonable Notice - The student should be given reasonable notice specific enough to indicate precisely what he or she is accused of doing.
- 2.2 Third Party Representation - This may be a parent, friend, counselor, attorney, or other advocate.
- 2.3 An Impartial Hearing Officer - Usually, the hearing officer is an employee of the school.
- 2.4 Presentation of Evidence - Witnesses may be asked to appear and testify at the hearing.
- 2.5 Cross-Examination and Student Witnesses - The student or his/her representative must be allowed to question those who testify against him/her at the hearing, and to call witnesses.
- 2.6 Decision - The hearing officer makes a recommendation as to guilt or innocence based solely on the facts. His/Her recommendation is forwarded to the Superintendent for final decision.
- 2.7 Appeal - The decision of the Superintendent may be appealed to the Board of Education and that decision may be appealed to the Commissioner of Education.

If the student is denied instruction as a result of the loss of his/her transportation privileges and it has been determined by the Superintendent that parent transportation results in undue hardship on that parent, the school must provide that student with adequate alternative instruction.

APPROVED: BOARD OF EDUCATION
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