

BUS CONDUCT**Bus Rider Rules**

The following rules apply at all times when students are riding a school bus, including when on school activity trips:

1. Riders shall follow the instructions and directions of the bus driver at all times.
2. Riders should arrive at their designated bus stop on time and stand in a safe place at the stop to wait quietly for the bus.
3. Riders shall enter the bus in an orderly manner and go directly to their seats.
4. Riders shall sit down and fasten any passenger restraint systems. Riders shall remain seated while the bus is in motion.
5. Riders shall not block the aisle or emergency exit with their body or personal belongings. Riders may bring large or bulky items, such as class projects or musical instruments, on the bus only if the item does not displace any other rider or obstruct the driver's vision.
6. Riders should be courteous to the driver and to fellow passengers. Vulgarity, rude, or abusive behavior is prohibited.
7. Any noise or behavior that could distract the driver, such as loud talking, scuffling or fighting, throwing objects, or standing or changing seats, is prohibited and may lead to suspension of riding privileges.
8. Riders shall not use tobacco products, eat, or drink while riding the bus.
9. Riders may bring electronic devices onto the bus only if such devices are permitted at school. If the use of cellular telephones or similar devices disrupts the safe operation of the school bus, the bus driver may direct the student to no longer use the device on the bus.
10. Riders shall not put any part of the body out of the window nor throw any item from the bus.
11. Riders shall help keep the bus and the area around the bus stop clean. Riders shall not damage or deface the bus or tamper with bus equipment.
12. Service animals are permitted on school transportation services; all other animals are prohibited. (Education Code 39839; 13 CCR 1216)
13. Upon reaching their destination, riders shall remain seated until the bus comes to a complete stop and upon the signal from the driver, unfasten any restraint system, enter the aisle, and go directly to the exit.
14. Riders should be alert for traffic when leaving the bus and shall follow the district's transportation safety plan when crossing the road and exiting the bus.

The driver or any passenger shall report any violation of the district's bus rules to the principal or designee. The principal or designee shall notify the student's parent/guardian of the misbehavior, determine the severity of the misconduct, and take action accordingly. In instances of a severe violation or repeated offenses, the rider may be denied transportation for a period of time determined appropriate by the principal or designee.

Bus drivers shall not deny transportation services except as directed by the principal or designee.

Bus Surveillance Systems

The Superintendent or designee shall monitor the use and maintenance of the district's bus surveillance system. Students are prohibited from tampering with the bus surveillance system. Any student found tampering with the system shall be subject to discipline and shall be responsible for the costs of any necessary repairs or replacement.

Camera supports may be installed in all buses. Cameras may be rotated among the buses and activated at the discretion of the Superintendent or designee.

The content of any recording is a student record and may only be accessed in accordance with the district's policy and administrative regulation concerning student records.

~~To provide guidelines and establish procedures for closed-circuit television and GPS monitoring coverage in district vehicles, authorized users of such a system, closed-circuit television monitoring, closed-circuit television system modification and expansion, and closed-circuit television and GPS maintenance and repairs.~~

CCTV Coverage

- ~~1. Use of closed-circuit television cameras in school busses shall be positioned to provide maximum coverage within the bus. GPS systems in school busses will be used to monitor location, course of direction and speed~~
- ~~2. Each vehicle utilizing closed-circuit television/GPS system shall be posted with appropriate signage indicating use of closed-circuit television/GPS on the site or vehicle. Signs shall be conspicuous in size so that a reasonable person would be able to discern their contents.~~

Authorized CCTV/GPS Users

~~Authorized users shall receive training from the vendor or other knowledgeable person regarding proper use of the closed-circuit television/GPS equipment and district policy. Included in such training shall be maintenance, storage and use of surveillance images, changing recording media and record-keeping.~~

CCTV/GPS Monitoring

- ~~1. The district shall make every effort to ensure that recorded video images are monitored on a scheduled basis~~
- ~~2. Information obtained through video and GPS surveillance shall be used for property conservation and law enforcement purposes or to enforce district policies.~~
- ~~3. Remote closed-circuit television monitoring may also be conducted via intranet, Internet, wireless or other means.~~

CCTV/GPS System Modification and Expansion

1. ~~A closed circuit television/GPS system(s) in any vehicle shall not be modified, cameras moved or relocated, or the system otherwise altered from its installed state without prior consultation with the superintendent or designee, and the closed circuit television system vendor. Alterations to the closed circuit television/GPS system shall be documented in writing with a signature of approval from the Superintendent or designee.~~
2. ~~Insofar as possible, closed circuit television/GPS systems throughout the district shall include like equipment and technology. Campus based closed circuit television systems shall be able to be upgraded to permit remote site monitoring by internet capable computers utilizing a host site or other means to receive uploaded real time camera images from each site and providing selective access to those images by authorized users.~~

CCTV/GPS Maintenance & Repairs

1. ~~Only a qualified CCTV/GPS vendor shall maintain, repair, clean, service, adjust, or replace any closed circuit television and GPS equipment or components.~~
2. ~~Operating system software including videotapes shall not be altered, downloaded, copied, edited or modified by anyone other than a qualified CCTV/GPS vendor.~~
3. ~~All physical damage to the closed circuit television/GPS system shall be documented and investigated.~~
4. ~~A closed circuit television/GPS system log shall be maintained in each vehicle, which records each system user, dates and times of use, activity, repairs or notices of malfunction. Such system logs shall be maintained on an ongoing basis and kept available in secure storage for no less than three years.~~

Storage and Recall of Recorded CCTV/GPS Information

1. ~~Recorded video images stored on media shall be maintained for a period of three years.~~
2. ~~All closed circuit television and GPS recording media shall be considered legal evidence and treated as confidential or as directed by district counsel. Release of original closed circuit television media or GPS tracking records to individuals or agencies outside of the district may only occur when a subpoena or other court order is received and reviewed by district counsel.~~
3. ~~Original closed circuit television media and GPS tracking records shall never be edited or manipulated in any manner. When recorded closed circuit television media or GPS tracking records are requested by any law enforcement agency as part of an ongoing investigation; a duplicate copy may be provided for that purpose upon approval by district counsel.~~