

Section Responsibilities	Number of pages 2
Title Responsibilities of the students	Effective date August 30, 2016

Statement	<p>School transportation is a privilege and never safety aboard a vehicle should be compromised because of a student behavior. The driver reports to the school management any undesirable behavior. The student who violates the code of conduct is accountable to the school management and is exposed to the loss of the transportation privilege according to the regulation on Disciplinary measures (CTSE024).</p>
Procedures	<p>The school code of conduct applies at all times on board the school vehicle.</p> <p>At the pickup location the student must :</p> <ul style="list-style-type: none"> • Get to the stop designated by the CTSE only; • be at the designated stop ten (10) minutes before the arrival of the school vehicle, depending on the schedule established; • stay away from the street or road and be cautious at all times until the school vehicle arrives; • wait until the school vehicle is completely immobilized before preparing to get on board or leave; • if it is necessary to cross the street, line up and wait for the signal of the driver; and only after receiving the signal, proceed by passing at least three meters in front of the school vehicle; • never run or push others at the stop location or in front of the school vehicle; • respect the property and assets of others at the stop. <p>At the drop off location, the student must:</p> <ul style="list-style-type: none"> • Get off at the stop designated by the CTSE only; • remain seated until the school vehicle is completely stopped; • leave in an orderly manner, in line, leaning on the ramp and if an alley or sidewalk borders the street, take it immediately. <p>During the run the student must:</p> <ul style="list-style-type: none"> • Remember that the driver is in control on board the school vehicle; • sit only at the seat assigned to him when it is the case; • keep all your body inside the vehicle and do not open windows without the driver's permission; • remain seated and calm while the vehicle is moving until destination is reached and the complete stop of the vehicle; • be polite and obey the instructions of the driver; • talk in a low voice;

<p>Procedures (next)</p>	<ul style="list-style-type: none"> • not obstruct the alley or the exits in any way; • refrain from talking to the driver when the vehicle is in motion, except for an emergency situation; • refrain from any activity that may cause injury or damage to the property of others, otherwise the responsible student or his or her parent or tutor must compensate the owner for the loss; in addition, the student may be deprived of his or her transportation privilege until reimbursement of the losses for which he or she is responsible; • never use an emergency exit door or any other equipment in the vehicle except in case of an emergency; • help ensure the safety and well-being of younger ones; • follow the evacuation regulations in the event of an accident. <p>During the run it is forbidden to:</p> <ul style="list-style-type: none"> • Shout or use coarse language; • push others; • eat or drink; • throw objects, papers or other rubbish inside or outside the school vehicle; • smoke, drink alcohol or use drugs; • use any device to film, record or take pictures inside the school vehicle.
<p>Consequences</p>	<p>Misconduct may cause loss of student's transportation privilege.</p>

Dates of review :
January 31, 2011
May 16, 2016