

# SCA & SCPA SCHOOL BUS RIDER AGREEMENT

Somerset College Preparatory Academy and Somerset Career Academy have established behavioral rules for school bus transportation. It is important to note that violations of these behavioral rules may result in suspension and/or loss of bus riding privileges. Riding the school bus is a privilege and not a right, or guaranteed or required service, and all families are expected to abide by the bus rules and expectations. When a student chooses to deviate from appropriate behavior, disciplinary action will result as listed below, in accordance with the Student Handbook

*Note:* Students are still required to attend school during any bus suspension. Absences during a bus suspension will be marked as unexcused. Parents/guardians are responsible for making transportation arrangements to ensure the student attends school.

## STUDENT EXPECTATIONS

Students must follow all bus safety procedures and comply with all instructions given by the bus driver. All students will have assigned seats. Students must take their assigned seats immediately upon boarding and remain seated during the ride. Students are required by law to always wear their seat belts while on the bus. The bus driver reserves the right to change a student's seat assignment at any time. Students must also follow the Student Code of Conduct as outlined in the School's Student Handbook. Students are expected to be polite and courteous to one another and to the driver. Electronic devices, such as phones or handheld games, are permitted but must be used with earbuds or headphones, so as not to disrupt the driver or other passengers. Video or audio recording on the bus is prohibited. Students should have phones and handheld devices put away when loading and disembarking the bus. Bullying of any kind (verbal, physical, or cyber) will not be tolerated. Failure to follow the rules, or engaging in the behaviors listed below, will result in disciplinary action up to and including permanent suspension from transportation services.

### Prohibited Behaviors include

- \* Standing or walking while the bus is in motion. Failure to wear a seat belt.
- \* Placing head, arms, legs, or objects out of the window or in the aisle.
- \* Tampering with bus equipment, including doors, windows, emergency exits, seat belts, or seats. (*Examples: braiding seat belts, playing with emergency handles, vandalizing seats or seat belts.*)
- \* Touching or moving another student's property.
- \* Throwing objects inside or outside the bus.
- \* Eating, drinking, or chewing gum.
- \* Conducting pranks involving students, drivers, or emergency authorities.
- \* Fighting, tripping, shoving, cursing, or shouting.
- \* Disobeying driver instructions; arguing or talking back to the driver.
- \* Any other inappropriate behavior as defined in the Student Code of Conduct.

## DISCIPLINARY CONSEQUENCES

| Behavioral Occurrence   | Consequences  |
|-------------------------|---|
| 1 <sup>st</sup> Offense | Verbal warning and/or parent phone call from school administrators.         |
| 2 <sup>nd</sup> Offense | Bus referral or detention issued; parent contact from school administrators |
| 3 <sup>rd</sup> Offense | Detention and/or 1 – 3 days bus suspension (depending on severity)          |
| 4 <sup>th</sup> Offense | 2 – 4 days bus suspension (depending on severity)                           |
| 5 <sup>th</sup> Offense | 3 – 5 days bus suspension (depending on severity)                           |
| 6 <sup>th</sup> Offense | Permanent loss of bus privileges  |

## PARENT / GUARDIAN EXPECTATIONS

- Parents/guardians/non-riders are **not permitted to board the school bus** at any time.
- Please arrive at the assigned bus stop at least **10 minutes prior** to the scheduled arrival time. Buses operate on a strict schedule and **will not wait for late arrivals**.
- For morning pick-up, weather permitting, students should be **standing at the bus stop and ready to board** when the bus arrives.
- Students who do not ride the bus regularly for a period of **two (2) consecutive weeks** may lose their assigned seat.
- Each student is assigned to **one bus stop and one bus only** and may ride only the assigned bus from the assigned stop. Beginning with the **2026–2027 school year**, dual ridership will no longer be permitted. Parents/guardians will be responsible for arranging transportation to and from the student's assigned bus stop. If your child is enrolled at the Boys and Girls Club Chuck Hill Clubhouse, please contact transportation to arrange for bus services to that location.
- If your student needs to ride a bus other than their assigned bus (for example: going to a grandparent's home, riding with a cousin, or visiting a friend), a **bus pass must be approved in advance**. Requests must be submitted to the Transportation Department **no later than 12:00 PM (noon)** on the day before transportation is needed, or earlier whenever possible. Requests received after the deadline may not be processed.

Please email all requests directly to:  
[Transportation@somersetcollegeprep.org](mailto:Transportation@somersetcollegeprep.org)

Include the following information in your email:

- Student's full name and grade
- Student's assigned bus
- Bus the student needs to ride
- Reason for the request

Our buses operate on a very tight schedule. It is imperative that loading and unloading occur quickly, safely, and smoothly. Following these expectations and rules will help to ensure our buses run in a timely manner and help to ensure your student has a safe ride to and from school every day.

Please note that our bus stops may not necessarily be convenient or close to your home. To cover a larger geographic region, we offer "depot stops" in some areas. A depot stop may not be close to your home, but it is typically closer than driving to the school. This helps to ensure that buses operate as close to schedule as possible

If you have any questions or concerns, please contact the Somerset Transportation Office.

*Phone:* 772-343-7028, extension 15

*Email:* [Transportation@somersetcollegeprep.org](mailto:Transportation@somersetcollegeprep.org)

# SOMERSET ACADEMY TRANSPORTATION DEPARTMENT

## PARENT AND STUDENT SCHOOL BUS RIDER AGREEMENT

The Parent / Guardian and Student whose names appear below acknowledge that they have read and understand the School Bus Rider Agreement and have received a copy of the bus rules and expectations.

By signing below, we agree to abide by the behavior rules outlined above, the School Bus Rules and Expectations handout, and all requirements contained within the Student Code of Conduct, and that classroom conduct is to be followed on the bus. We further understand that violations may result in suspension or permanent exclusion from transportation services.

Print Student Name \_\_\_\_\_

Student Signature \_\_\_\_\_ Date: \_\_\_\_\_

Print Parent/Guardian Name \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date: \_\_\_\_\_