

DIRECTION

SCHOOL BUS POLICY AND RULES

MGIS transport department provides school bus service. The driver will make every effort to arrive promptly for school arrival and dismissal. He is also conscious of the need to pick up and drop off our MGIS students in a timely fashion.

We do not have school bus service on school programs days. Please make other arrangements on those days.

Procedure:

- Place your child/children on the bus in the morning, and meet him/her at the drop off point in the evening.
- A parent/guardian or designated adult must stay with the child until he/she boards the bus in the morning.
- Be on time for the afternoon pick up
- Instruct your child/children as to his/her pickup and drop off point.
- Make other transportation arrangements when there is no school bus service on days that the school is having a program.

- **Please call the office if a child is not well or will not take the bus.**
- **Don't forget to call back when the child recovers.**

Rules:

- **It is expected that all students will treat the bus driver with respect.**
- Students must board the bus in single file and immediately find a seat.
- Book bags, briefcases, lunch kits and water bottles are to be held on student's lap.
- Students may not stand or walk while the bus is moving.
- Students may not change seats or use sharp objects on the bus or tear seat covers.
- Students may only talk to the students sitting beside them (buddy voice).
- Shouting, insulting, using of vulgar language or fighting is not permitted.
- Students should sit facing the front with their full back in the seat.
- Heads or arms should never be put out of the window.

If it is reported and verified that your child has misbehaved, the bus driver has the authority to file a complaint with the school administrator. This could result in your child being suspended from taking the bus.

If the bus driver files a complaint, the following steps will be taken:

- 1st Offence: Parents are notified
- 2nd Offence: Riding privileges suspended for one week
- 3rd Offence: Riding privileges suspended for one month
- 4th Offence: Riding privileges suspended for balance of semester

For more rules and regulation, please refer to the MGIS student/parent handbook

Route:

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