

Human Relations

To be successful and effective, a school bus driver can't simply master driving skills. The bus driver must interact positively with students, parents, school staff, fellow drivers, and the general public.

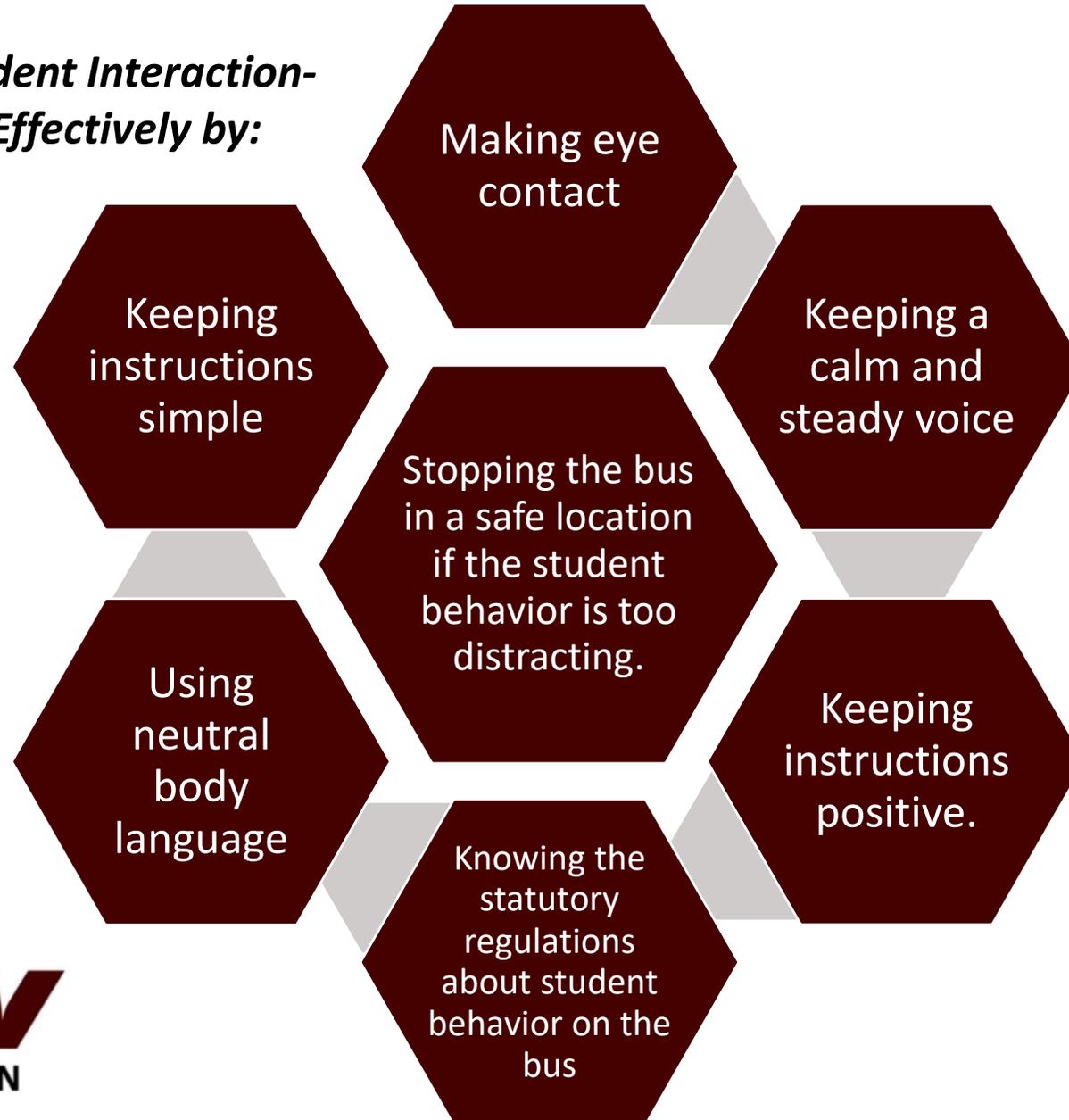
- A driver must be professional and courteous in all dealings with others.
- The school bus driver must always model appropriate behavior. **It is expected that the students will behave according to the rules of classroom behavior.** The bus driver must enforce the rules as set forth by the school district.

Driver and Student Interaction
Students want and deserve:

- Consistent boundaries and rules, to be treated with respect, to be recognized for their good behavior, to not be embarrassed in front of their peers, to be liked by others, to be treated as an individual.

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*Driver and Student Interaction-
Communicate Effectively by:*



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FOLLOW THE RULES

Important Reminders:

- Never threaten a student
- Never give a consequence you cannot enforce
- Never kick a student off the bus, follow school district procedures for suspension of bus riding privileges



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Parents have an expectation of a safe and harassment/bullying free trip to and from school for their child

- The driver must create a feeling of security in the mind of the parent by establishing and maintaining safe driving procedures and effective student management.
- Parents expect the bus to run on time.

Guideline for conversations with parents:

- Never argue with a parent.
 - Stay calm and do not lose your temper.
 - Ask the parent to contact the school to discuss ongoing issues.
- If a driver has a good rapport with parents, he/she will have better cooperation with enforcing the bus rules.

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Community:

Vision school bus drivers are the “face” of the school district and/or their company, to the general public.

Vision bus drivers can create a favorable image of the school district and/or their company by being safe and courteous



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Sexual Harassment

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated conduct, or other verbal or physical conduct or communication of a sexual nature when:

1. Submission to that conduct or communication is made a long-term condition, either explicitly or implicitly, of obtaining or retaining employment or of obtaining education.
2. Submission to, or rejection of, that conduct, or communication is used as a factor in decisions affecting the individual's employment or education.
3. Conduct or communication has the effect of substantially or unreasonably interfering with an individual's employment or education, or creating and intimidating, hostile, or offensive environment.





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Sexual harassment may include, but is not limited to unwelcome:

1. Verbal harassment or abuse.
2. Pressure for sexual activity.
3. Sexually motivated or inappropriate patting, pinching or physical contact, other than necessary restraint of pupil(s) by teachers or other school personnel to avoid physical harm to persons or property.
4. Sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual's status.
5. Sexual behavior or words, including demands for sexual favors accompanied by implied or overt promises of preferential treatment.
6. Behavior or words directed at an individual because of gender.
7. Inappropriate jokes of a sexual nature



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Harassment: Any written or verbal expression, physical act or gesture, or pattern thereof, by a student that is intended to cause, or is perceived as causing, distress to one or more students. Or substantially interferes with another student's or students' educational benefits, opportunities, or performance.

Bullying includes, but is not limited to, conduct by a student against another student that a reasonable person under the circumstances knows, or should know, has the effect of:

1. Harming a student.
2. Damaging a student's property.
3. Placing a student in unreasonable fear to his or her person or property.
4. Creating a hostile or intimidating educational environment for a student.

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Student Management

Do not address on-bus problems when loading and unloading.

To get students to and from school safely and on time, you need to be able to concentrate on the task of driving.

Loading and unloading requires all your concentration. If there is a behavior problem on the bus, wait until the students unloading are safely off the bus and have moved away. If necessary, pull the bus over to handle the problem.



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- Student Management**
- Follow your school's procedures for discipline or refusal of rights to ride the bus
 - Stop the bus, park in a safe location off the road, ideally in a parking lot or a driveway
 - Secure the bus, take the ignition key with you if you leave your seat
 - Stand up and speak respectfully to the offender(s). Speak in a courteous manner, with a firm voice. Remind the offender of the expected behavior. Do not show anger but show that you mean business
 - If a change of seating is needed, request that the student move to a seat near you. Never put a student off the bus except at school or at his or her designated school bus stop.

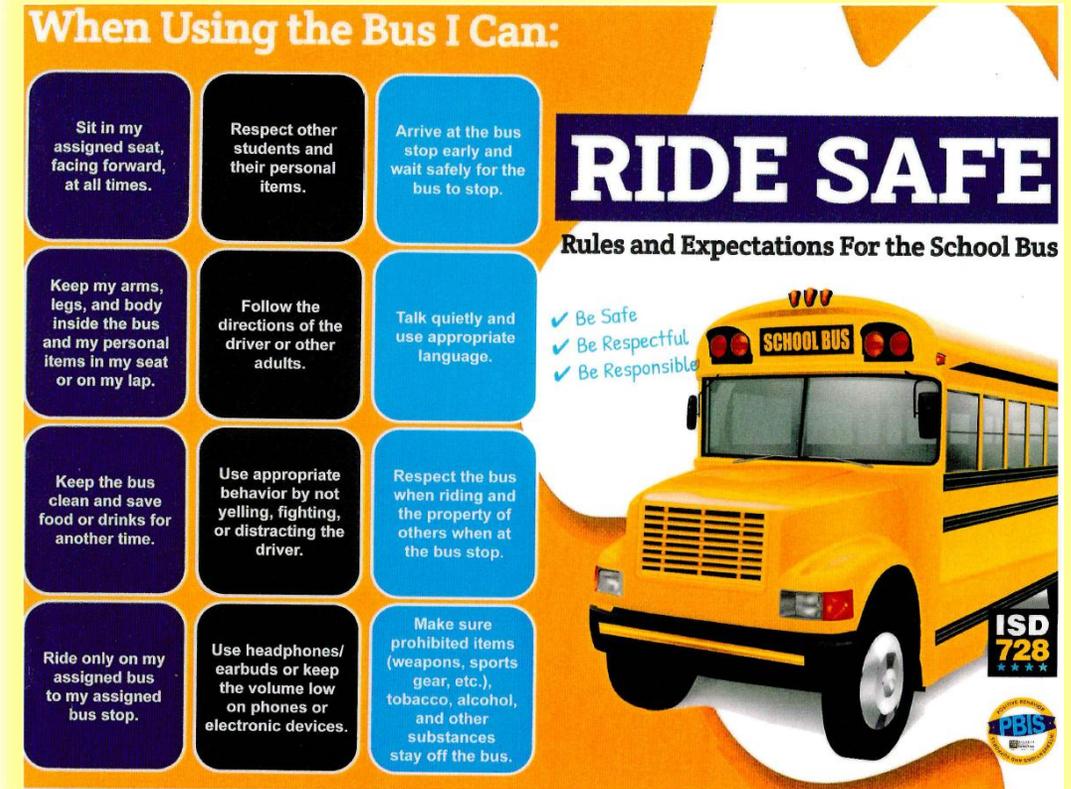


****If you feel that the offense is serious enough that you cannot safely drive the bus, call for a school administrator or the police to come and remove the student. **Always follow your state or local procedures for requesting assistance.**

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Student Behavior Management Policies

The school bus driver is responsible for the safety and supervision of students on the bus. These rules must be enforced according to school district policies. The rules should be posted in the bus, and the driver must explain the rules to the students. The school bus driver must clearly state what safe riding behavior is and describe consequences for unsafe riding behavior.



Incidents of Misconduct

Incidents of serious misconduct must be documented and reported to the proper authorities (MN Stat. 169.4582). MN Rule 7470.1000 states all breaches of discipline must be reported by the bus driver to the authorized person.

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SAMPLE SCHOOL BUS DISCIPLINE POLICY

Behavior Guidelines and Consequences

Class 1 Offenses

1. Spitting
2. Excessive noise
3. Horseplay
4. Eating and drinking on bus
5. Standing
6. Profanity, verbal abuse
7. Prohibited objects
8. Other offenses

Class 2 Offenses

1. Hanging out the windows
2. Throwing of any object
3. Physical aggression
4. Use of tobacco or controlled substance
5. Vandalism to bus
6. Holding onto or touching exterior of bus
7. Lighting of matches or incendiary device
8. Tampering with or using emergency exits unless in an emergency or drill
9. Other serious offenses

SAMPLE CONSEQUENCES

	1st Offense	2nd Offense	3rd Offense	4th Offense
<u>Class 1</u>	Warning or 1-5 day suspension	Warning or 1-5 day suspension	5-10 day suspension	10 day minimum suspension; possible loss of all bus privileges
<u>Class 2</u>	5 day suspension	5-10 day suspension	10 day minimum suspension; possible loss of all bus privileges	Loss of bus privileges

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How Well do You Relate to Others?

- A. Do I provide a secure environment for all students by discouraging verbal and physical harassment?
- B. Am I a team player?
- C. Do I attend and participate in meetings?
- D. Do I seek to improve my skill in driving and managing students?
- E. Do I know the school officials in my district?
- F. Do I know the key personnel to contact when needed?
- G. Am I proud of my record as a school bus driver?
- H. Am I courteous and professional towards my fellow drivers?
- I. Am I familiar with student discipline policies and do I report students for unsafe riding behavior?
- J. Am I sensitive to students with special needs and disabilities?
- K. Am I dressed professionally?
- L. Do I enjoy my job?
- M. Do I reward good behavior?

