



Section <b>Disciplinary Measures</b>	Page 1 of 6
	Date : March 20, 2024

<p><b>Statement</b></p>	<p>Students who are eligible to travel to school on a school bus are expected to demonstrate and maintain appropriate and safe behaviour aboard the vehicle in accordance with the School Code of Conduct and RR-01 Responsibilities of Students.</p> <p>Students who do not behave in an appropriate and safe manner may be subject to discipline including temporary or permanent loss of school bus transportation privilege.</p>
<p><b>Reporting Requirements for Bus Drivers</b></p>	<p>Further to the Education Act, bus drivers, operators and WESTS are required to report serious student behaviour to the principal as outlined in Sections 306. (1) and/or 310. (1) of the <i>Education Act</i> (such activities are listed under Level 3 and Level 4).</p> <p>Bus drivers are required under the <i>Education Act</i> to report to the principal as soon as reasonably possible, when they become aware that a student has engaged in an activity described below under Level 3 and/or Level 4.</p> <p>Bus drivers will contact the principal by phone as soon as reasonably possible and will complete the Safe Schools Incident Report – Form 2 when the bus driver returns at the end of their shift. The report will be forwarded to the principal when completed. The bus driver will also complete the WESTS Incident Report, stating that a Safe Schools Incident Report has been filed.</p> <p>The bus operator will receive an Acknowledgement of Receipt of the Safe Schools Incident Report from the principal. The Form will indicate that the principal has either taken action or that no action is required.</p> <p>If the situation presents an immediate risk of harm to the driver or other students, such as the presence of a weapon or a physical assault, dispatch will be contacted and will call police immediately. Notification to the principal will follow. Safety of the students and driver will always be the priority.</p>



Section <b>Disciplinary Measures</b>	Page 2 of 6
	Date : March 20, 2024

	<p>If a student engages in activity described below in Level 1 or Level 2 the bus driver will complete a Driver Report of Student Misconduct form and submit it to the principal as soon as practicable. The principal will respond on the form and advise the driver and bus operator of any action taken regarding the misconduct.</p>
<b>Level 1</b>	<p><b>Activities:</b></p> <ol style="list-style-type: none"> <li>1. spitting;</li> <li>2. making excessive noise;</li> <li>3. engaging in horseplay;</li> <li>4. eating or drinking on the bus;</li> <li>5. leaving the seat and standing up when the bus is moving;</li> <li>6. using water guns and/or laser pointers;</li> <li>7. swearing or using foul language; making obscene gestures;</li> <li>8. being in possession of inappropriate material;</li> <li>9. blocking the main aisle on the bus;</li> <li>10. boarding another bus without permission or boarding their own bus at a different stop;</li> <li>11. being disrespectful towards others;</li> <li>12. not complying with instructions of the bus driver or monitor;</li> <li>13. engaging in any other activities that could endanger safety on the school bus and for which the bus driver and/or school principal has already issued a warning;</li> <li>14. engaging in any activity listed here aboard a bus that is not used for the student's regular school transportation (activities, field trips, shuttle buses, etc.); and</li> <li>15. sticking their hand out of the bus window or handling equipment aboard the bus, such as the emergency door handle at the back of the bus, etc.</li> </ol> <p><b>Consequences:</b> The consequences for the infractions below will be determined by the school principal in consultation with the bus operator and WESTS staff.</p> <ol style="list-style-type: none"> <li>a) First infraction             <ul style="list-style-type: none"> <li>• Warning either verbal or written;</li> </ul> </li> <li>b) Second infraction</li> </ol>



Section <b>Disciplinary Measures</b>	Page 3 of 6
	Date : March 20, 2024

	<ul style="list-style-type: none"> <li>• Removal from the bus transportation for 1-5 days;</li> <li>c) Third infraction             <ul style="list-style-type: none"> <li>• Removal from bus transportation for 5-10 days;</li> <li>• meeting with parent/guardian and school principal;</li> </ul> </li> <li>d) Fourth infraction             <ul style="list-style-type: none"> <li>• Removal from bus transportation for at least 10 days;</li> <li>• possibility of losing their school bus transportation privileges;</li> <li>• meeting with parent/guardian and school principal.</li> </ul> </li> </ul>
<b>Level 2</b>	<p><b>Activities:</b></p> <ol style="list-style-type: none"> <li>1. sticking the head or another body part outside the bus;</li> <li>2. throwing objects inside or from the bus;</li> <li>3. hanging onto or trying to hang onto an external part of the bus;</li> <li>4. boarding or getting off the bus through the emergency door, without permission;</li> <li>5. repeatedly defying the person in authority;</li> <li>6. engaging in any activity that could endanger safety on the school bus and for which the bus driver and/or school principal has already issued a warning;</li> <li>7. engaging in any activity listed here aboard a bus that is not used for the student's regular school transportation (activities, field trips, shuttle buses, etc.).</li> </ol> <p><b>Consequences:</b> The consequences for the infractions below will be determined by the school principal in consultation with the bus operator and WESTS staff. All Level 2 activities will result in the parent/guardians being contacted or asked to attend a meeting with the principal.</p> <ol style="list-style-type: none"> <li>a) First infraction             <ul style="list-style-type: none"> <li>• warning or removal from bus transportation for 3-5 days;</li> </ul> </li> <li>b) Second infraction</li> </ol>



Section <b>Disciplinary Measures</b>	Page 4 of 6
	Date : March 20, 2024

	<ul style="list-style-type: none"> <li>• Removal from bus transportation for 5-10 days;</li> </ul> <p>c) Third infraction</p> <ul style="list-style-type: none"> <li>• Removal from bus transportation for 10 days</li> <li>• possibility of losing their school bus transportation privileges;</li> </ul> <p>d) Fourth infraction</p> <ul style="list-style-type: none"> <li>• loss of school bus transportation privileges for an undetermined period of time.</li> </ul>
<b>Level 3</b>	<p><b>Activities:</b></p> <ol style="list-style-type: none"> <li>1. uttering a threat to inflict serious bodily harm on another person;</li> <li>2. Possessing alcohol or illegal drugs;</li> <li>3. Being under the influence of alcohol or illegal drugs;</li> <li>4. Swearing at a teacher or at another person of authority (bus driver, monitor);</li> <li>5. Committing an act of vandalism that causes considerable damage to school property, either at school or on the bus;</li> <li>6. Bullying;</li> <li>7. Using physical force against another person;</li> <li>8. Using matches or lighters or lighting fireworks or a flammable object or substance on the bus;</li> <li>9. Any other activity that is an activity for which a principal may suspend a pupil under a policy of the board.</li> </ol> <p><b>Consequences:</b> As stated in the <i>Ontario Schools Code of Conduct</i>, the time spent travelling by school bus is an extension of the school day. The school principal is therefore obligated to investigate and may suspend a pupil from school for the above-mentioned infractions. All consequences under Level 3 will result in loss of school bus privileges for a period of time to be determined in consultation with WESTS and the school principal.</p>
<b>Level 4</b>	<p><b>Activities:</b></p> <ol style="list-style-type: none"> <li>1. Possessing a weapon, including a firearm;</li> <li>2. Using a weapon to cause or to threaten bodily</li> </ol>



Section <b>Disciplinary Measures</b>	Page 5 of 6
	Date : March 20, 2024

	<p>harm to another person;</p> <ol style="list-style-type: none"> <li>3. Committing physical assault on another person that causes bodily harm requiring treatment by a medical professional;</li> <li>4. Committing a sexual assault;</li> <li>5. Trafficking in weapons or illegal or restricted drugs;</li> <li>6. Committing robbery;</li> <li>7. Giving alcohol or restricted/illegal drugs to a minor;</li> <li>8. Bullying, if the student has previously been suspended for engaging in bullying or if the student’s continued presence on the bus creates an unacceptable risk to the safety of others.</li> <li>9. Any Level 3 activity that is motivated by bias, prejudice or hate based on race, national or ethnic origin, language, colour, religion, sex, age, mental or physical disability, sexual orientation, gender identity, gender expression or any other similar factor;</li> <li>10. Any other activity that is an activity for which a principal may suspend a pupil under a policy of the board.</li> </ol> <p><b>Consequences:</b></p> <ol style="list-style-type: none"> <li>a) As stated in the <i>Ontario Schools Code of Conduct</i>, the time spent travelling by school bus is an extension of the school day. The school principal must suspend a pupil from school and conduct an investigation to determine whether to recommend to the board that a pupil be expelled for the above noted infractions.</li> <li>b) Loss of school bus privileges for an undetermined amount of time or permanent loss of school bus privileges can be imposed in consultation with WESTS based on the above noted infractions.</li> </ol>
<b>Reports</b>	<p><b>Level 1 and Level 2</b></p> <p>Level 1 and Level 2 infractions will be reported to the principal by the bus driver on the Driver Report of Student Misconduct Form.</p>



Section <b>Disciplinary Measures</b>	Page 6 of 6
	Date : March 20, 2024

	<p><b>Level 3 and Level 4</b></p> <p>Level 3 and Level 4 infractions must be reported on the Safe School Incident Report Form Part I. These forms will be available at the operator's office. An Acknowledgement of Receipt of the Incident Report Form will be sent by the principal to the bus operator.</p> <p>The principal must follow the School Board Code of Conduct once any Level 3 and/or Level 4 infractions are reported to them.</p>
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**Referenced policies: RR-01 Responsibilities of Students**