

MUST BE POSTED IN A PROMINENT PLACE IN EACH SCHOOL BUS AND  
ENFORCED BY THE BUS OPERATOR

STATE OF WEST VIRGINIA  
STATE DEPARTMENT OF EDUCATION  
OFFICE OF SCHOOL TRANSPORTATION

REGULATIONS FOR PUPILS TRANSPORTED IN SCHOOL BUSES  
(Policy 4336—Approved by the State Board of Education)

1. OUTSIDE THE BUS

- a) Walk on left side of road, facing traffic.
- b) Wait on the bus at the designated stop in an orderly manner.
- c) Board the bus in a safe, orderly manner.
- d) Follow the bus operator/aide's instructions at all times.

2. INSIDE THE BUS

- a) Change seats only with bus operator's permission, and when bus is not in motion.
- b) Be responsible for vandalism that occurs on a seat in which they ride.
- c) Cooperate with the bus operator to keep the bus clean. Except when medically necessary, eating and/or drinking on the bus is prohibited.
- d) Avoid unnecessary conversation with the bus operator.
- e) Keep head and arms inside bus windows at all times.
- f) Report any open exit or released latch to the bus operator immediately.
- g) Provide enrollment information to the bus operator.
- h) No riding in step well or forward of front row of seats.
- i) No standing while bus is in motion any time a seat is available.
- j) No use of profane or obscene language.
- k) Do not throw or pass any object of any nature into or from the bus through a door or window.
- l) Unless directed by the bus operator, do not open emergency exits, except during emergencies.
- m) Comply with the Student Code of Conduct policy.

- 1) Students enrolled in West Virginia public schools shall behave in a manner that promotes a schools environment that is nurturing, orderly, safe and conducive to learning and personal-social development.
- 2) Students shall help create an atmosphere free from bullying, intimidation and harassment.
- 3) Students shall demonstrate honesty and trustworthiness.
- 4) Students shall treat others with respect, deal peacefully with anger, use good manners and be considerate of the feelings of others.
- 5) Students shall demonstrate responsibility, use self-control and be self-disciplined.
- 6) Students shall demonstrate fairness, play by the rules, and will not take advantage of others.
- 7) Students shall demonstrate compassion and caring.
- 8) Students shall demonstrate good citizenship by obeying laws and rules, respecting authority, and by cooperating with others.

PERIODIC INSTRUCTION

School principals, teachers and bus operators shall work cooperatively in instructing all school pupils with these regulations governing transported pupils. Special emphasis should be given toward pupil discipline while being transported on curricular and extracurricular trips. The county board of education shall furnish a copy of the above regulations to the following persons: superintendent, principals and teachers of schools where pupils are transported, director of transportation, bus operators, attendance directors, and parents.