



To insure the safety of all passengers, persons riding in school district vehicles will adhere to the rules listed below. The driver, sponsor or chaperones are to follow the school bus discipline procedure. Offenders of school bus rules and regulations face progressive disciplinary action and may ultimately receive suspension of bus riding privileges. Video cameras may be in operation on the school buses.

Bus Rules

1. The driver is in charge of the vehicle and students. Directions from the driver are to be followed at all times.
2. Students must be seated promptly before the bus moves. Students cannot change seats during the trip unless told to do so by the driver. If voluntary seating becomes a problem, the bus driver may assign seating.
3. Students will conduct themselves in an orderly manner in route to and from the bus stop and at the bus stop. Students will follow classroom rules of conduct while riding the bus. While ordinary conversation is expected, there will be no excuse for boisterous and rowdy behavior.
4. Students will keep their feet off of the seats and will not put their heads, arms or other objects out of windows. Permission to open windows must be obtained from the driver.
5. Eating, drinking and/or chewing gum on regular bus routes are not permitted.
6. Passengers are allowed the use of electronic devices and mobile phones so long as it does not create a distraction to the driver or other passengers.
7. Wastepaper, personal items, etc. are to be picked up when exiting the bus.
8. Weapons and other dangerous objects including their "look alikes" are prohibited on the school bus.
9. The use and possession of tobacco, alcohol, controlled substances and "look alike" substances is prohibited on the school bus.
10. Conversations with the driver will be limited to that which is essential. Passengers will not sit in the driver's seat or touch the vehicle controls.
11. The Good Conduct Rule is in effect at all times.

Bus Information

1. Students should be at the bus stop 5 minutes before scheduled pickup time.
2. All passengers will enter and leave via the right front door. The rear door is for emergencies only.
3. Students who must cross the road from their homes to board the bus should not do so until the bus has arrived and until they have received a signal from the driver to cross the road. Bus riders will wait until the bus comes to a complete stop before attempting to enter the bus.
4. Students must use their assigned, designated bus stops and are to travel between home and that point only. In most instances, students will not be required or permitted to cross a state highway.

5. All students who wish to get on or off at a stop that is not their own must have a written note signed by the parent and approved by school office personnel.
6. Only items that fit under the seat or in the storage compartment will be transported on the bus. Students who must store large items (band instruments, etc.) in the bus storage compartments are required to follow the bus storage compartment procedure. (*Copies of BUS STORAGE COMPARTMENT PROCEDURE are available at the building's main office.*) Before using storage compartments, students must first inform the bus driver to avoid possible accidents.
7. Animals are not to be transported on the school bus.
8. Riders who damage seats or other equipment will reimburse the district for the cost of repair or replacement.
9. When a designated school bus stop becomes unsafe due to reduced visibility caused by fog, snow or other temporary weather conditions, the school bus will not stop to load or unload students. The student's parent/guardian will be notified by telephone at the number listed on the district's records. Students will be picked up or dropped off at the nearest attendance center. It is the parent/guardian's responsibility to transport the student to/from the attendance center. We regret any inconvenience, which may be caused by such an occurrence; however, the rule is established in the interest of the student's safety and meets the requirements of Chapter 279.8 of the Code of Iowa.
10. The Pleasant Valley Community School District Board of Education has authorized the use of video cameras on school district buses. The video cameras will be used to monitor student behavior to maintain order on the school buses to promote and maintain a safe environment. Students and parents are hereby notified that the content of the videotapes are confidential student records and will be retained with other student records. Videotapes will be retained if necessary for use in a student disciplinary proceeding or other matter as determined necessary by the administration. Parents may request to view videotapes of their child if the videotapes are used in a disciplinary proceeding involving their child.

Regular School Day Procedures

The following steps are to be taken when school bus pick-up or drop-off delays are experienced. The district strives to avoid any transportation delays and the inconvenience they can cause. Despite those efforts, delays can and do occur. Ice, snow, fog, traffic, mechanical difficulties and other circumstances can result in delays to your child's bus pick-up or drop-off time.

The principals and secretaries in the affected building, the staff at the Belmont Administration Center, and the Maintenance Center personnel will be notified by the Bus Service in the event that any bus is 10 minutes or more late in its assigned route. If you experience a delay of your normally assigned pick-up or drop-off time, please direct your questions to the personnel listed in the order below.

Pleasant Valley Maintenance Center	563-332-6895
PVCSD Administration Center	563-332-5550

***All students who wish to get on or off at a bus stop other than their own assigned bus stop must have a written note signed by their parent and approved by the school office personnel. Students will only be dropped off at existing bus stops.

Incorrect Example "1/24/06 – Jane Doe needs to go to grandma's house."

Correct Example "1/24/06 – Jane Doe needs to go to grandma's house riding on Bus 99, and be dropped off at the corner of Spencer Road and Valley Drive."

Correct Example "1/24/06 – Jane Doe has permission to go home with Mary Smith. (The student, Mary Smith, is on your bus route with a current stop.)"