



STATE OF HAWAII
DEPARTMENT OF EDUCATION

ILIMA INTERMEDIATE SCHOOL
91-884 FORT WEAVER ROAD
EWA BEACH, HAWAII 96706

Dear Ilima Intermediate Families of Student Bus Riders,

The students on the bus are under the immediate supervision of the bus driver and are thus subject to the passenger safety code as outlined in the School Bus Application Handbook (page 6), found here:

<https://www.hawaiipublicschools.org/DOE%20Forms/Transportation/SY2022-2023SchoolBusHandbookApplication.pdf> Any infraction of these rules by a student is to be reported and documented on a bus conduct report concerning the disciplinary infraction.

The safety of the students is the most important part of school bus transportation. Efficient and effective use of school buses is another important factor of the school transportation system.

In order to provide safety to passengers and effective use of buses, the following rules are established to regulate conduct of the school bus passengers.

1. Stand in an orderly single file line at pick-up points until the bus comes to a complete halt.
2. All students must present his/her bus pass as they enter the bus and walk in an orderly fashion to their seat.
3. All passengers must be seated while the bus is in motion.
4. At your stop, remain in your seat until the bus has come to a complete stop. Then enter the aisle and go directly to the front exit door.
5. All students utilizing bus transportation should remain on school property upon arrival. At no time should your child be off campus.

Loud talking, use of profanity, fighting, throwing objects, smoking, damaging the bus or bus seats, standing, eating or drinking are examples of activities that draw the attention of the bus driver from his/her main task of safe operation of the bus. Such actions, or any other distracting action by the riders, create a safety hazard by demanding unnecessary attention of the driver and are forms of misconduct. Misconduct at bus stops is also considered a violation and shall be cause for disciplinary action.

When a rider is found to be non-compliant on the bus or at the bus stop, it will be reported to the principal. Parents will be held responsible for any bus damage that may result from the student's misconduct. This misconduct may be cause to deny the privilege of transportation to the student. The following procedures will be enforced by school administration.

Misconduct citations will be issued as follows:

- 1st Offense:** Student given a verbal warning (bus driver)
- 2nd Offense/1st Citation:** Student/Parent given a written warning (bus driver, school administration, and parents).
- 3rd Offense/2nd Citation:** Student/Parent given a written warning.
Student denied bus privileges for 1 day. A parent conference is required before the student can return to the bus.
- 4th Offense/3rd Citation:** Student given a written warning. Bus privileges denied for 5 days. A parent conference is required before the student can return to the bus.
- 5th Offense/4th Citation:** Student given a written warning. Bus privileges denied for 10 days. A parent conference is required before the student can return to the bus.
- 6th Offense/5th Citation:** Transportation privilege denied for the remainder of the school year.

Offenses such as smoking, drugs, weapons, damaging the bus, or harming another student will be handled on a case by case basis following Administrative Rules Title 8, Chapter 19. Violation of any laws will be reported to HPD for investigation and are subject to prosecution.

Parents are to contact the school to schedule an appointment with the administration. The student must also attend. Parents are always encouraged to schedule an appointment anytime they have a concern.

Should you have any questions or concerns, please contact your respective school administrator for assistance.

Thank you for keeping our students safe.

Sincerely,



Shayne Greenland - Principal