

Washington Township Public Schools



Operations Building
Transportation Department
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July 22, 2025

Dear Parent/Guardian of a Transported Student:

Safety of our children and staff is our No. 1 priority. It is imperative that the students wear their seatbelts and abide by the bus rules. We ask that you review the rules on the attached Bus Behavior Contract with your child, along with the consequences if the student does not abide by the rules. Please do not hesitate to contact me or the Transportation Department with any questions.

Thank you for your time and attention to this very important matter.

Very truly yours,

Suzanne O'Donnell
Transportation Manager

Encl.

WASHINGTON TOWNSHIP PUBLIC SCHOOLS

BUS BEHAVIOR CONTRACT

Pupil behavior on the school bus is directly related to safety and is a matter of mutual cooperation. The law is precise concerning discipline on the school bus.

New Jersey Statutes Annotated, Title 18A:25-2 clearly states: "The driver will be in full charge of the school bus at all times and will be responsible for order; they will never exclude a pupil from the bus, but if unable to manage any pupil, will report the unmanageable pupil to the principal of the school they attend. A pupil may be excluded from the bus for disciplinary reasons by the principal, and the parents will provide transportation to and from school during the period of such exclusion."

Parents should discuss bus behavior with their children, emphasizing the following points:

1. Follow the instruction of your school bus driver.
2. Go immediately to your assigned seat, buckle your seatbelt, and remain seated until you have arrived at your destination.
3. Keep arms or other body parts inside the school bus at all times.
4. Keep all parts of your body and your belongings out of the aisle.
5. Be quiet and orderly at all times.
6. Be courteous to other students and the bus driver at all times.
7. Never push, crowd, shove, or argue over who should be first on the bus. All pupils have assigned seats.
8. Do not throw or project any objects on the bus or out of the bus window.
9. Do not use inappropriate language, profanity, or gestures.
10. Follow the driver's directions for seating, silence, and movement on and off the bus.
11. Do not throw trash in the bus.
12. Do not open or close windows without the driver's permission.
13. Do not eat or drink on the bus.
14. Do not spit on the bus.
15. Be on time; the bus will not wait.
16. Never stand in the roadway; keep to the side of the roadway.
17. Behave in a safe way while waiting for the bus to arrive.
18. Wait for the driver's signal to cross the road or move toward the bus.
19. Do not damage surrounding property while waiting at the bus stop.
20. Be alert to traffic when leaving the bus.
21. No violence and no smoking.
22. Students (and parents or guardians) will be held responsible and pay for any damage to bus equipment they may have part in damaging.

Riding the school bus is a privilege. Pupils who do not respect the rights of others in riding the school bus may be suspended from the bus until they follow the fundamentals of good behavior and agree to abide by them. This includes misbehavior at the bus stop as well. Encourage your child to cooperate with school officials: discipline is primarily a parent obligation.

If Student breaks the rules, the following will happen:

Minor infraction: Usually the bus driver reminds student to follow the rules.

Warning: Parents will be contacted in writing or by phone by an administrator if student chooses not to follow the rules.

Bus Referrals: Note: If bus privileges are suspended, student must arrange own transportation to and from school.

First offense: Verbal warning up to 3 days bus suspension.

Second offense: 1 to 5 days bus suspension.

Third offense: 6 to 10 days bus suspension.

Any inappropriate bus behavior beyond the third offense may result in possible removal from bus.

All offenses are subject to school discipline at the discretion of the administrator.

Loitering: Student must go directly to assigned bus after dismissal. When student arrives at bus, student must board bus immediately. Student not going directly to assigned bus and not boarding immediately will be subject to bus discipline.