

# Pennsbury School District

## School Board Policy

Effective Date	Supersedes Index No.	Index No.
<b>6/17/10</b>	<b>6526</b> of 11/19/98	<b>810.3</b>

**Title:** Video Cameras on School Buses

**Purpose:** The purpose of this policy is to set forth the School Board's requirements in regard to the use of video cameras on school buses. Video cameras are to be used to ensure that students' behavior on a school bus is consistent with the established School Board Transportation Policy guidelines. This program is to instill in the student rider that his or her disruptive actions on the school bus may result in disciplinary actions. If unacceptable behavior is recorded, timely and appropriate corrective actions are more likely to improve conditions on the school bus.

**Reference:** School Board Policy 810.9 – *Code of Conduct for Bus Passengers*

**Attachment:** Bus Behavior Referral Form

**Background:** Management of student conduct on a school bus has the objective of securing desirable and safe behavior by all students riding the bus. The school bus is an extension of the classroom. For the majority of the Pennsbury students, the school day begins when the student enters the bus, and the school day ends when the student leaves the bus. The school bus driver is responsible for the health, safety, and welfare of each passenger while in transit. The school bus driver has the same type of responsibility for the student as the classroom teacher.

The Pennsbury School District will communicate and enforce procedures to be followed by students when they are riding the bus. School District disciplinary policies govern student behavior while on the school bus. Rules can be best enforced with the cooperation of every person concerned with transportation. Observance of these rules will help ensure safety, prompt arrivals and departures of buses, and help establish

acceptable standards of bus behavior for the students. Violations of these rules may result in the suspension of bus riding privileges and other sanctions.

Student behavior on the school bus and the driver's management of student behavior are the two key elements to a safe and enjoyable bus ride.

The video camera on a school bus is but an aid to monitor bus behavior. It does not replace the discipline policy, the authority of the driver or the responsibility of the school officials. The rules set forth in School Board Policy 810.9 – *Code of Conduct for Bus Passengers* – must prevail, and the just consequences of misconduct must be carried out.

## **Policy:**

### Camera

Each vehicle will be fitted with a housing that could hold a video camera. This housing has a red light that will be activated whether it contains a camera or not, making it appear as though a camera is always recording.

### Notification

All riders must be notified as to the possible presence of a video camera on the school bus. Notification will consist of signs placed in each vehicle upon installation of the camera housing specifying videotaping may be in progress at any time.

### Screening

The use of video cameras will be for disciplinary consequences only. The school bus driver will not have access to the camera. The recording will be reviewed by a school administrator when a *Bus Behavior Referral Form* is filed by a bus driver, or when disruptive behavior or activities that endanger the safety and welfare of the riders is suspected.

### Practice

Cameras shall be placed on school buses on a rotating basis so as not to limit video recording to only certain buses. Based on the number of incidents of misconduct or the seriousness of reports, video monitoring of a particular bus may be done more extensively. The Chief Executive Officer or Superintendent, Director of Transportation, or Director of Administrative Services may decide if additional monitoring is needed. Such additional monitoring is meant to augment the written disciplinary reports by the bus driver, not take the place of reports.

### Discipline

The school principal, or other appropriate administrator, will determine the discipline of the student based on the bus driver's report, the interview with the student or students involved, and review of the video recording, if available. All disciplinary actions must follow the Pennsbury Student Conduct Policy.

### Parent Screening Rights

A request for viewing a video recording may be made by a student's parents or guardians if the student has been video recorded and recommended for disciplinary action. All requests must be in writing and should be addressed to the principal of the student's school. Parents or guardians may only view the portion of the recording that documents the alleged misbehavior or their child on the bus.

### Access

Access to the camera and recorded videos generally will be limited to the Chief Executive Officer or Superintendent, Director of Transportation, or Director of Administrative Services. Tapes will be erased and re-recorded if no incidents occur. Tapes documenting incidents will be made available to the appropriate principal after review by the Chief Executive Officer or Superintendent, Director of Transportation, and/or the Director of Administrative Services.

### **Responsible**

**Administrator:** Director of Transportation

PENNSBURY SCHOOL DISTRICT

***BUS BEHAVIOR REFERRAL***

Pupil \_\_\_\_\_

School \_\_\_\_\_

Bus No. \_\_\_\_\_ Date \_\_\_\_\_  A.M.  P.M.

REASON:

- Not staying in the seat
- Littering on the bus
- Too loud or boisterous
- Smoking or lighting matches
- Throwing or shooting objects
- Using foul or abusive language
- Fighting, pushing, or tripping on the bus
- Getting to bus stop late
- Damaging bus
- Disrespect to driver or other riders
- Other (Be specific)

Please give details on incident \_\_\_\_\_

\_\_\_\_\_

Driver's Signature \_\_\_\_\_

Action taken by Principal \_\_\_\_\_

\_\_\_\_\_

Administrator's Signature \_\_\_\_\_ Date \_\_\_\_\_

Parents are to sign and return to principal when checked.  
(Parent's Signature) \_\_\_\_\_  
(Please write any comments on back)