



## Behavioral Management Policy for School Bus Transportation

### Purpose

This policy outlines the behavioral expectations and disciplinary procedures for students using Emirates Future International Academy's (EFIA) school bus service. It ensures the safety, dignity, and well-being of all passengers and staff in line with school Transportation and Student Protection policies.

### 2. Scope

Applies to:

- All students availing EFIA school transportation
- Bus supervisors, drivers, and attendants
- Parents/guardians involved in pickup/drop-off

### 3. Objectives

- Ensure safe, respectful, and orderly conduct on school buses
- Establish clear rules and consequences for misconduct
- Promote responsibility, accountability, and positive reinforcement
- Support ADEK's Safe Transportation and Child Protection mandates.

### 4. Roles and Responsibilities

#### 4.1 School Principal

- Oversees implementation and compliance with this policy

#### 4.2 Transportation Coordinator

- Monitors daily operations and reports behavioral incidents
- Liaises with parents and school administration

#### 4.3 Bus Supervisor / Attendant

- Maintains order and safety on the bus
- Records incidents and implements corrective actions

#### 4.4 Drivers

- Drive safely and report behavioral issues to the supervisor

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- Do not discipline students directly

#### 4.5 Parents/Guardians

- Educate children about bus rules
- Cooperate with the school in addressing behavioral concerns

#### 4.6 Students

- Follow the rules, respect staff and peers, and ensure safety for all

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### 5. Bus Conduct Rules

All students must:

1. Be seated and wear seat belts throughout the journey
2. Follow instructions from bus supervisor and driver
3. Use polite and respectful language
4. Keep hands, feet, and belongings to themselves
5. Avoid shouting, fighting, or disruptive behavior
6. Respect school property and keep the bus clean
7. Not eat, drink (except water), or throw objects inside or out of the bus
8. Board and exit the bus safely and in an orderly manner

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### 6. Positive Reinforcement Measures

- **Verbal praise** for good behavior
- **Bus Star Awards** or certificates for consistent positive conduct
- Mention in **school assembly** or **classroom boards**
- Individual or group charts where students earn stars or points that can be exchanged for privileges or small prizes.
- Sending notes, emails, or messages to parents about the student's achievements and good behavior.



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- Creating passes for special privileges like sitting with a friend, being the teacher's assistant, or having a "no homework" day.
- Making short phone calls to parents to share something positive about the student's day or week.
- Displaying students' names, work, or achievements on a bulletin board for public appreciation.
- Handwritten notes from the teacher recognizing a specific positive action or improvement.

## 7. Disciplinary Procedures for Misbehavior

Offense Level	Examples	Consequences
<b>Level 1</b> (Minor)	Talking loudly, littering, standing while bus is moving	Verbal warning, report to class teacher, parent note
<b>Level 2</b> (Moderate)	Repeated L1 behavior, disobedience, teasing peers	Incident report filed, parent call, 1–3-day suspension from bus
<b>Level 3</b> (Major)	Bullying, vandalism, physical aggression, endangering others	Immediate suspension from bus, meeting with parents, behavior contract
<b>Level 4</b> (Critical)	Sexual misconduct, intentional injury, threats	Long-term suspension or expulsion from bus service, ADEK reporting

## 8. Emergency Protocols

- In cases of emergencies (e.g., physical fights, health crises), the bus will stop at a safe location and the **Transportation Coordinator** and **School Administration** will be notified immediately.

## 9. Communication with Parents

- All behavioral incidents are documented
- Regular communication through written notices, calls, or parent meetings
- Repeated violations will involve **Behavior Intervention Plans**





## 10. Policy Review

- This policy will be reviewed annually or as per updates in ADEK's transportation or student discipline guidelines



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