



Ohio Administrative Code

Rule 3301-83-08 Pupil transportation management policies.

Effective: July 1, 2025

Pupil transportation management policies and procedures are to be developed cooperatively by administrators and transportation personnel. Policies and procedures will be designed to ensure the safety and welfare of all school bus passengers and include the following:

- (A) The school bus driver's authority and/or responsibility to maintain control of the pupils.
- (B) The pupil's right to "due process" as provided for by the policies and procedures of the educating agency.
- (C) Pupil management and safety instruction policies will include the following. Pupils are to:
 - (1) Arrive at the bus stop before the bus is scheduled to arrive.
 - (2) Wait in the school bus or motor van driver designated place of safety in a location clear of traffic and away from the bus stops.
 - (3) Not engage in behavior at the school bus stop that may threaten life, limb or property of any individual.
 - (4) Go directly to an available or assigned seat so the bus may safely resume motion.
 - (5) Remain seated behind the barrier, keeping aisles and exits clear.
 - (6) Observe classroom conduct, or the bus conduct established by administrators and transportation personnel, and obey the driver promptly and respectfully.
 - (7) Not use profane language.



- (8) Refrain from eating and drinking on the bus except as necessitated for medical reasons or as permitted by the school district for non-routine trips during which the pupils on the bus are to be supervised by a chaperone(s) as described in rule 3301-83-16 of the Administrative Code, a school administrator or school personnel.
- (9) Not use nicotine products, or any cigarette, tobacco, alternative to nicotine product, vapor product, or electronic smoking device, as those terms are defined in section 2927.02 of the Revised Code, on the bus.
- (10) Not have alcohol or drugs in their possession on the bus except in accordance with medication policies adopted under Chapter 3313. of the Revised Code, as applicable.
- (11) Not throw or pass objects on, from or into the bus.
- (12) Carry on the bus only objects that can be held in their laps. Any objects that cannot be held are to be secured according to paragraph (H) of rule 3301-83-20 of the Administrative Code. Guidelines are to be formulated for the use and storage of equipment and other means of assistance for preschool and special needs children.
- (13) Leave or board the bus at locations to which they have been assigned unless they have parental and administrative authorization to do otherwise.
- (14) Not put head or arms out of the bus windows.
- (D) Drivers and bus aides are to have access to appropriate information about the child to the degree that such information might affect safe transportation, pupil management and medical well-being. This information is to be readily accessible in the transportation office. All such information is strictly confidential.
- (E) Suspension, expulsion or immediate removal from bus
- (1) The superintendent or superintendent designees, or principals are authorized to suspend or remove pupils from school bus riding privileges in accordance with section 3327.014 of the Revised



Code.

(2) Immediate removal of a pupil from transportation is authorized. A pupil immediately removed from transportation will be given notice as soon as practicable of a hearing which will be held within seventy-two hours of the removal. The notice is to also include the reason for removal. Immediate removal is authorized when the pupil's presence poses a danger to persons or property or a threat to the safe operation of the school bus. Length of time removed from ridership will be in accordance with policies of the school bus owner.

(3) School bus drivers will report in writing to the appropriate administrator all rule violations or conduct that justify immediate removal, suspension or expulsion.

(4) Modification of procedures may be needed for suspension or immediate removal of preschool and special needs children .