

SUMMARY DO'S AND DON'TS FOR BUS DRIVERS
REGARDING DISCIPLINE

Listed here are several do's and don'ts which should help you with problems of discipline:

DO'S

1. Always be courteous to your students
2. Always control your temper
3. Act the part of a person in a responsible position, conscious of your important job
4. Do everything possible to inform pupils that they themselves have important responsibilities in assuring group safety
5. Maintain close contacts with principals and secure their cooperation
6. Spot the few trouble makers and ask the principal what methods to employ if you are uncertain
7. Seat any troublemakers near you, within your vision
8. Be firm, but kind

DON'TS

1. Don't be too familiar with the students
2. Don't be too lenient at first
3. Don't make "wisecracks"
4. Don't threaten
5. Don't shout
6. Don't argue
7. Don't use physical force; observe the policy of "hands off"
8. Don't create issues that have to be settled later
9. Don't discipline children while the bus is in motion
10. Never assume that everything is all right
11. Avoid general statements to the whole busload of students when restoring order
12. Don't question publicly the decisions of the school board; however, feel free to make suggestions for improvement to the proper authority