

STUDENT BUS TRAVEL POLICY

Rationale:

Student behaviour on and around buses (all services), and the efficiency of bus services are of vital importance to student safety, an effective bus service and maintenance of student enrolments.

Definition

Bus: In this policy the term bus includes all buses that students use for travel to and from school, and for school based events such as excursions and camps.

Aims

- To encourage appropriate and mature use of all bus services
- To ensure that students travelling to and from our school or on school based events, by buses do so safely, and in a manner consistent with Department of Education policies and regulations.
- To ensure bussing issues are dealt with effectively and efficiently.

Implementation

- Students attending government schools may be eligible for a Conveyance Allowance so long as they attend the nearest school, no public bus service is available and they live more than 4.8 kilometres from the school, or they live more than 4.8 kilometres from the nearest bus stop.
- A student may access travel to a school other than the nearest school or within the 4.8kms upon payment of a fare. Such travel is conditional upon space being available on the bus after all eligible travellers have been catered for. Approval is on a term-by-term basis.
- Our college has the responsibility for the coordination of school buses, including coordination of student travellers, payment of fares, and coordination of all Emergency and Occupational Health and Safety procedures.
- Our school will designate a staff member as the bus coordinator. They will undertake all responsibilities associated with bus travel by students, including liaison with the bus company and parents of students using the bus service.
- Our school bus coordinator will ensure all students travelling regularly by bus undertake educational instruction in bus safety, rules and procedures at the commencement of Terms 1 and 3 each year.
- All students travelling on any school bus service will abide by the rules set out below:

Bus Rules:

1. Remain well clear of moving buses.
2. Do not attempt leave or enter a moving bus.
3. Keep all parts of body and other objects inside bus at all times.
4. Remain seated until bus is parked.
5. Students crossing the road after leaving a bus, do so at the rear of the bus.
6. Student must exit the bus at the designated bus stop
7. Students must follow all directions given by the bus driver and supervising staff.
8. All students will display courtesy, consideration and respect for others whenever they are using any bus service.

9. Consequences for misbehaviour while traveling on a bus will be consistent with the Student engagement policy, and may lead to suspension from using the bus service.
10. Buses will depart at their scheduled time.
11. Only approved travellers should use the bus. Buses will not be overloaded and seatbelts will be used if available.
12. Causal fares on the school bus system need to be approved by the bus coordinator.
13. Each bus will have a bus captain
14. When a student arrives to school on the school bus they must remain within the school grounds.
15. No student is to leave the school grounds once the bus drops them off.

Evaluation

- Feedback to Council
We would appreciate parent support in working with us to achieve the aims outlined above.

Date of next review: February 2019

Wallan Secondary College is committed to the protection and wellbeing of all students whilst participating in school activities both during and outside school hours. Staff have responsibility for building and maintaining a child safe environment. This responsibility extends to the identification and timely response to all concerns with regard the safety of any student of our College.

This policy was ratified by the Wallan Secondary College Council on...

16th August 2016

CODE OF CONDUCT

The school bus Code of Conduct has been developed by Wallan Secondary College in conjunction with the bus operator – Seymour Passenger Services.

The Code of Conduct focuses on the need to maintain and enhance the safety of the bus system, and the responsibility of parents and student travellers to contribute to hazard-free bus travel through the establishment and reinforcement of safe behaviour patterns whilst in transit and at bus stops.

Each school using the Wallan services will monitor student school bus behaviour in consultation with the bus operators and will take the necessary action ranging from warnings for minor infringements, to suspension from the bus for more serious offences. Continual student misbehaviour will increase the period of suspension and ultimately the banning from bus travel.

As a condition of bus travel, parents and students (where appropriate) are required to sign the following school bus Code of Conduct form and return it to school immediately.

CODE OF CONDUCT

Safe school bus travel is a whole community concern. The following Code of Conduct for students has been prepared to ensure the safety of all students travelling by bus to and from school and to maintain the state's good safety record.

Students will:

- Behave in an orderly fashion while waiting at a bus stop
- Obey the driver's instructions at all times
- Remain seated for the whole journey
- Talk quietly, and refrain from calling out to passing traffic
- Leave the bus only at their designated bus-stop
- On leaving the bus, wait on the same side of the road until the bus has left the bus stop, and if necessary, cross the road only when there is a clear view of the traffic in both directions.

Students will not:

- Distract the attention of the driver by engaging in 'horseplay' such as yelling out or making loud noises
- Harass the driver or any other passenger on the bus
- Disobey a direct order from the bus driver
- Get off the bus at any stop other than the school bus stop or their home bus stop
- Fight on the bus or at any bus stop coordination point
- Use foul, abusive or intimidating language
- Vandalise the bus
- Throw litter, or any other object, in or from the bus
- Allow any part of his or her body to protrude from the bus
- Smoke on the bus
- Use or take on the bus, any alcohol or illegal drugs or hazardous items
- Play on the roadway
- Approach a bus until it has completely stopped
- Attempt to board or leave a moving bus.

I HAVE READ THIS INFORMATION ABOUT SAFE BUS TRAVEL AND UNDERSTAND MY ROLE IN MAINTAINING A SAFE TRAVEL ENVIRONMENT.

Signature of Parent/Carer _____ Signature of Student _____