



BUS SAFETY PROCEDURES

The safety and welfare of students travelling on school buses is the responsibility of the school. This responsibility is delegated to the bus drivers. To assist parents, students and the driver to work together for the safety and well being of the students, the following rules will apply at all times.

1. If there is a behaviour incident on the bus, the driver will notify the Principal ASAP and the Principal will follow-up the incident with students and families.
2. **All students will require a parent or nominated adult to meet the bus** and collect them from the bus. All families will be required to nominate the adults who may collect their child from the bus.
3. If a parent/nominated adult is not at the bus stop, the bus will stop and wait for a few minutes for an adult to arrive. **In the event that no adult arrives, the child/ren will remain on the bus and be returned to school.**
4. If a parent knows in good time that they or any nominated adults will not be able to collect their child from the bus stop, please let the school know what alternative has been arranged BEFORE 3.20pm so that the bus driver can be informed.
5. Students should get on and off the bus in a quiet and orderly manner.
6. Students are to remain seated throughout the journey.
7. On arrival at their destination, students are to wait until the bus has stopped before getting out of their seat.
8. The noise level should be restricted to talking in a quiet manner (ie to a neighbour)
9. Students are expected to cooperate immediately with requests or directions made by the bus driver.
10. Food must not be consumed on the bus.
11. Water is the only drink able to be consumed on the bus.
12. All litter is to be removed and disposed off at school or home.
13. Objects are not to be thrown in the bus or out of the windows at any time.
14. Students are to respect the rights of others and not interfere with any property (including the bus)
15. Any damage to the bus is to be reported to the driver before disembarking. (Students involved in damaging bus property will be billed to cover the cost of repairs or replacement)
16. Students should be at their stop 5 minutes in advance of the due time in case the bus is running early. If no-one is at the bus stop, the driver will wait for 1 minute and then continue with their journey.
17. Students who wish to vary their usual travel arrangements must show the front office a note signed by parents. Variations can also be made through a phone call to the school.
18. Students on the bus may also bring their own technical devices to use while travelling. Games and music must be played quietly. All devices need to be left in Front Office on arrival at school and collected at end of day.
19. If students do not follow the above rule and are found using them through the day, devices will be confiscated and returned to parents.

