

BUS POLICY



Rationale:

It is the school's responsibility to provide an environment in which students and the school community can feel safe. As travelling on buses is an integral part of rural education, it is imperative that set rules and regulations are followed whilst in transit between home and school and on excursions. Students are expected to behave in a manner that will bring credit to themselves and to the school. The bus rules reflect the rules of the Student Code of Conduct.

A student must not interfere with the rights of any other person on the bus.

Aims:

To ensure that students travelling to and from our school by buses do so safely, and in a manner consistent with Department of Education and Early Childhood Department policies and regulations.

To ensure bussing issues are dealt with effectively and efficiently.

Implementation:

Students attending government schools are eligible to receive free bus travel to their nearest school, so long as they reside more than 4.8 kilometres from that school.

Students attending government schools are also eligible for a Conveyance Allowance so long as they attend the nearest school, no bus service is available and they live more the 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 upon payment of a fare (unless an exemption has been granted by the region). Such travel is conditional upon space being available on the bus after all eligible travellers have been catered for. Approval is on a year by year basis.

Our college has the responsibility for the coordination of school buses, including coordination of student travellers, payment of fares and coordination of Displan procedures etc.

Our school will designate a staff member as a bus coordinator. They will undertake all responsibilities associated with bus travel, including liaison with other school bus coordinators and Christians Bus Company.

Our school will ensure all students travelling by bus sign on to the bus safety rules when applying to travel.

Any changes to bus travel arrangements should be put in writing, signed by a parent and handed to the office.

At Ararat College nominated staff will supervise the departure of buses from the school at the conclusion of each day. Particular procedures apply for Total Fire Ban Days.

Close liaison between all school coordinators and the bus company must be maintained.

Each bus will have a bus captain (duties as detailed).

Role of Bus Captain:

- Be nominated each year and be assist to ensure appropriate student behaviour.
- Have reasonable instructions delivered by them obeyed at all times.
- Report any poor behaviour of students to the Bus Coordinator or the Assistant Principal or the Principal.
- Allot permanent seats to students on the bus. Students are expected to maintain these seat allotments.

Bus Rules:

- Remain well clear when bus is parking or leaving.
- Do not attempt to enter a moving bus.
- Keep all parts of body and other objects inside bus at all times
- Remain seated until bus is stopped.
- Students crossing the road after leaving a bus, do so at the rear of the bus.
- Follow all directions given by bus driver.

Students MUST:

- Remain seated throughout the entire journey
- Keep their voice at a normal conversation level
- Place all litter in the containers provided.
- At all times obey any lawful instruction from the driver, Bus Captain or teacher
Be at their stop on time in the morning. The driver is not expected to repeatedly wait for late corners. The driver is responsible for getting all students to school on time. Unreasonable delays are not acceptable.

Students MUST NOT:

- Take cigarettes, alcohol, drugs or weapons onto a bus
- Physically interfere with another person
- Gamble
- Throw anything from the bus
- Have any part of their body outside the bus
- Throw any objects around the bus
- Interfere with the fittings unless directed by the driver or teacher
- Act in a dangerous manner or cause distraction to the driver
- Behave in a way that may result in injury to any person or damage to any equipment in or outside the bus.

Consequences for misbehaviour will be consistent with the Student Bus Travel Code of Conduct, and may include suspension from using the bus service.

Evaluation:

This policy will be reviewed as part of the school's three-year review cycle, or whenever a significant change in bus operations occurs, or after every significant bus related incident.