



STUDENT BUS TRAVEL POLICY



Help for non-English speakers

If you need help to understand the information in this policy, please contact 0357830300.

PURPOSE

To ensure the school community understands our school's approach to student behaviour on and around buses (all services) for student safety,

POLICY

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 bus 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 travelers 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.
- All students travelling on any school bus service will abide by the rules set out below:

Bus Rules:

- Remain well clear of moving buses.
- Do not attempt to leave or enter a moving bus.
- Keep all parts of body and other objects inside bus at all times.
- Remain seated until the bus is parked.
- Students crossing the road after leaving a bus, do so at the rear of the bus.

- Students must exit the bus at the designated bus stop.
- Students must follow all directions given by the bus driver and supervising staff.
- All students will display courtesy, consideration, and respect for others whenever they are using any bus service.
- 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.
- Buses will depart at their scheduled time.
- Only approved travelers should use the bus. Buses will not be overloaded, and seatbelts will be used if available.
- Casual fares on the school bus system need to be approved by the bus coordinator.
- When a student arrives at school on the school bus, they must remain within the school grounds.
- No student is to leave the school grounds once the bus drops them off.

POLICY REVIEW AND APPROVAL

Policy last reviewed	19.04.2023
Approved by	Principal
Next scheduled review date	19.04.2027