

## 5. Conditions of Bus Travel – Safety Requirements

Moving passengers to and from school safely is our number one priority. It is up parents, principals, drivers and passengers to make the bus environment a safe one. To help promote safe school bus behaviour, parents are encouraged to discuss these guidelines with their children.

To ensure the safety of all passengers on school buses at all times the following conditions apply.

### **To ensure safe travel on school buses, students must agree to the following:**

- At the bus-stop do not play on the road or try to get on the bus before it has stopped.
- Make sure you and your belongings are inside the bus at all times.
- Do not throw anything from a bus window or have anything hanging out a window.
- Place bags and other belongings in the allocated storage areas.
- Get on and off the bus quietly and in an orderly manner.
- Stay in your seat while the bus is moving.
- Do not distract drivers with screaming, shouting or unruly behaviour.
- When you get off the bus only cross the road when the bus has left and it is safe to do so.
- No dangerous or flammable goods are allowed on the bus, for example aerosol cans.
- Seat belts must be worn where fitted.

### **To ensure passengers are considerate to one another and their bus driver, they must agree to:**

- In the morning, arrive at the bus-stop 10 minutes prior to departure.
- Do not eat, drink or smoke while on the school bus.
- In the morning, let the school and driver know if you will not be riding home on the bus that day.
- Get on the bus service allocated to you. Do not change to one that will take you to a sports or social event.
- Use a standard conversational tone and do not call out to others on board or to passing traffic or people.
- Listen to the bus driver and bus captain. They are responsible for maintaining school bus safety and also have the authority to report any misbehaviour or vandalism.
- If you ride a bike to the bus-stop, please leave it in a safe and secure place. The Department of Transport and the Department of Education and Early Childhood Development are unable to accept responsibility for the safety of your bike.

Behaving inappropriately on a school bus places the safety and wellbeing of all on board at risk.

### **Non-compliance with any of the above conditions may result in the following:**

- The driver will stop the bus.
- The offender's name and full details of the breach will be recorded.
- The offender will be carried to school or to their normal drop-off.
- The breach will be reported to the coordinating principal.
- The coordinating principal will take disciplinary measures in accordance with the guidelines below.

*In rare and exceptional circumstances – and only as a last resort – drivers are authorised to eject passengers from a bus. (Refer to Policy and Procedures for Contract School contract bus services in Rural and Regional Victoria, Section 8.3.)*

### **Following the report of a relevant incident, the coordinating principal who may take the disciplinary action below:**

- First offence – warning to student
- Second offence – warning to parent/guardian
- Third offence – one week suspension of student from school bus travel
- Fourth offence – the student will not be allowed to travel on the school bus for the remainder of the year.

### **Responsibilities of Parents/Guardians**

Parents/guardians are responsible for transporting their children to and from authorised bus-stops and for their safety at the bus-stop while waiting for the bus.

**It is most important that parents waiting for bus passengers at a roadside bus-stop should wait on the same side of the road as the bus. This will prevent accidents.**