

TALBOT PRIMARY SCHOOL

BUS POLICY

Rationale:

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

Aims:

- To ensure that students travelling to and from our school by bus do so safely and in a manner consistent with DET 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 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 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.
- Responsibility for the coordination of our school bus, including coordination of student travellers, payment of fares and coordination of Emergency Management procedures etc. is held by the Principal.
- All students travelling regularly by bus will undertake revision of bus safety rules and procedures as laid down in the Student Code of Conduct.
- Consequences for misbehaviour will be consistent with the Student Code of Conduct, and may lead to suspension from using the bus service.
- It is the responsibility of parents to be at the bus stop at least five minutes prior to the estimated bus arrival time/s as the timetable must be adhered to.

- Unless otherwise arranged students who are not met at the bus stop of an afternoon will be returned to school and contact made with parents. If parents or emergency contacts cannot be reached, then after ... minutes we will ... (need to check department policy)
- Supervision of bus travelling children after school will be provided by a staff member.
- A staff member will supervise the departure of buses from the school at the conclusion of each school day, after marking each child against an attendance roll.
- If the driver is new, the staff member who places the students on the bus will make sure that he/she is aware that students are not to be left at bus stops without an adult to meet them and that any student not picked up will be returned to school.
- The bus must adhere to the route and timetable.

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.

This policy was last ratified by School Council in..

2015

Principal's signature: _____

H & S Representative's signature: _____

School Council President's signature: _____

Date: _____

References: Vic Govt Schools Reference Guide -
www.eduweb.vic.gov.au/referenceguide/pdf/4-10.pdf