

Transport Safety Statement

Please note: Parents/Carers are fully responsible for the safety and care of their children until they board the school provided transport at the designated pick-up point. Similarly on the return home from the moment they alight from the vehicle at the designated drop-off point.

Code of Conduct - Your Child's Safety

Any transport granted is subject to the student adhering to the below rules, failure to do so may result in transport being withdrawn.

Before the school journey the pupil must:

- be accompanied to and at the pick-up point unless parents do not consider this necessary
- normally wait for at least ten minutes if the bus/taxi is late
- be at the pick-up point in good time
- make sure that they carry a valid travel pass (or travel may not be allowed)
- keep clear of other traffic
- board the school bus or taxi when it is stationary, one at a time and in an orderly manner
- wait in an orderly manner
- keep well clear of moving school buses or taxis
- go to their seats immediately and sit down properly

During the school journey pupils must:

- stay properly seated and not stand up whilst the vehicle is moving
- wear seat belts where fitted (**this is a legal requirement**)
- not distract the driver or be discourteous
- not be abusive
- treat other pupils with care and respect and not misbehave
- not smoke
- keep luggage/bags out of aisles
- not attempt to operate doors or emergency exits (unless in an emergency) or any other mechanisms
- not endanger people's safety or damage the vehicle
- report any concerns about the journey to the driver and/or the school
- follow the driver's instructions if there is a breakdown or emergency
- not carry any offensive weapon, real or replica

At the end of the school journey pupils must:

- stay seated until the vehicle stops
- not operate any doors or exits (unless in an emergency)
- get off the bus in an orderly manner
- ensure that clothing (i.e. toggles can be particularly dangerous) or bags do not become entangled/snagged in door mechanisms
- stay well clear of other traffic whilst the vehicle is moving off, both on roads and the school car parks
- **NOT** cross a road in front of or behind the school bus
- wait until the bus moves off and the road is clear in both directions before crossing
- be met at the drop-off point unless parents do not consider this necessary

Other Information

- When crossing the road pupils should follow the Green Cross Code
- In dark winter months pupils should wear appropriate light, fluorescent and reflective clothing
- In severe weather or other major emergencies school transport may not operate or schools may close – parents/carers should be aware of this and they may need to make appropriate arrangements to look after their children at home. Parents/carers need to ensure that schools have their up to date emergency contact telephone numbers in case children have to return home early. Parents/carers who take their children to school in bad weather should also bring them home in the afternoon. Local Radio will give you what advice and information it can.

Parents and carers need to have contingency arrangements in place to allow children to return home early, where transport has failed to operate for any reason in the mornings or for any other emergency, such as an evacuation from school during the day. Children should be familiar with these parental contingency arrangements, as problems can potentially occur at any time, without warning.

November 2018