

Ungarra Primary School

Respect Resilience Integrity Excellence

Bus Policy

Please note that we expect students to display respectful and appropriate behaviour whenever they travel on the school bus, as bus travel is a privilege, not a right.

Behaviour Guidelines:

- Students **must** keep a distance of at least 3 metres from the bus when waiting to get on & are **only** to approach the bus when it has stopped & the doors have opened. Students also need to move 3m away from the bus as they get off & wait until it leaves before moving off to their own vehicles.
- Students **must** wear their seat belts at all times when travelling on the bus.
- Students must sit in their allocated seat with their legs in front of them. No feet on the seats please.
- Seats are allocated to students & they must not change seats at any time without the permission of the bus driver or teaching staff.
- Bags should be kept on the floor and if possible under the seats - they must not block the walk way.
- Students must obey the instructions of the bus driver or teacher present at all times.
- Eating and drinking are allowed on the bus, but students must take care to remove all rubbish and/or scraps from the bus. All spillages must be reported to the driver and cleaned up by the student if required by the bus driver/staff member.
- Students may talk in a manner which respects the rights of others to have a safe and quiet journey.
- Students are to keep themselves and their belongings inside the bus at all times.
- Students should take care of younger students and those around them.
- Students are to behave as they are expected to at school – they are not to harass, tease or hurt anyone.
- Students may listen to or use electronic devices with headphones or the sound off. These devices are not to be passed to another student at any point.
- The internet is not to be used at any time on the bus.
- For child safety reasons at any time an adult may ask to look at the history on your device to monitor what is being played or looked at.
- No photos or videos are to be taken of other students while on the bus.
- Staff, not limited to the Principal, reserves the right to confiscate and suspend the use of the devices if the boundaries of the ICT use are not followed.
- Electronic devices must be put away in bags or given to the class teacher once at school and are **not** to be used during school time without first getting permission from a teacher. Please note that the school accepts no responsibility for the loss, theft or damage of any such devices.

Consequences:

- Incidents will be reported to the teaching staff or the principal and followed up as soon as possible.
- Students will be counselled by an appropriate staff member and a bus behaviour note sent home to be signed and returned to school.
- If a student receives 3 bus behaviour notices within a term, they will be unable to travel on the bus for a maximum of 5 school days and will be involved in School Community Services during their break times, e.g. cleaning bus, sweeping, paper pick up etc. Please note that a student who has received a 'bus suspension' will still be required to attend school.

Parent/Caregiver Agreement:

I have read and discussed these guidelines with my child and agree to reinforce them. I understand that if any of these rules are broken, I along with my child will accept the consequences.

Date: _____

Student Name: _____

Parent/Caregiver Signature: _____

Student Agreement:

I have read and discussed the above rules with my parent(s) and agree to abide by them. I understand that if any of these rules are broken, I will accept the consequences.

Date: _____

Student Name: _____