



Hamlyn Views School

# Student Bus Transport code of Conduct

## **PURPOSE**

Hamlyn Views School students have the privilege of travelling to and from school on Government contacted buses that are provided free of charge to students. To ensure a safe and happy journey it is important that students at all times are polite, show good manners, and follow the bus rules.

## **AIMS**

To ensure the safe transport of students to and from school.

## **IMPLEMENTATION**

### **Students will:**

1. Stay seated in the seat allocated to them by the supervisor. (The supervisor has the right to move a child to another seat if a safety issue arising as a result of misbehaviour on the bus).
2. Keep hands and feet to themselves.
3. Be encouraged to talk quietly to the person next to them.
4. Refrain from eating or drinking on the bus. (Water is acceptable in hot weather)
5. Use polite and courteous language: swearing and teasing will not be tolerated.

### **Management of Unacceptable Behaviour:**

- Reilly's Buslines has an obligation to ensure the safety of all passengers and vehicles. Consequently, the bus company has the right to exclude any passenger, at any time, if that passenger is deemed to pose a threat to the safety of bus travel.
- The management of the bus company and Hamlyn Views School will keep in regular contact to ensure that communication on bus issues is of the highest level.

### **Unacceptable Behaviour will be managed in the following ways:**

1. Unacceptable behaviour will be reported by bus staff to the school.
2. The named student will be spoken to and consequences will be applied.  
Consequences may be:
  - Taking the student back home (if in the morning)
  - The bus stopped and parents/carers asked to meet the bus
  - Student returned to school and parents called to collect them
  - Loss of privilege to travel by bus.

3. Where there is an incident prior to or during loading, the student remains at school to be picked up by parents/carers (PM).
4. Consequence imposed by school relevant to the individual student.
5. Parents/carers will be asked to collaborate with school and bus staff to ensure that inappropriate bus behaviour is eradicated.
6. If poor behaviour on the bus continues, an official warning will be given of the student's family indicating that the student is at risk of being suspended from the bus for a time.
7. If poor behaviour continues, the student may be suspended from bus travel for two days, or at the discretion of the Principal. This suspension will be involved by the bus company and the school acting together.
8. If a student is suspended for three lots of two days in a calendar year, the school and bus company may refuse to carry the child for the rest of the year. Before a permanent expulsion from the bus, every opportunity will be given to families to meet with the Bus Company and school.

## REFERENCES

- HVS Student Engagement and Inclusion Policy.
- Students with Disabilities Transport Program Policies and Procedures 2016  
<http://www.education.vic.gov.au/Documents/school/principals/management/sdtppolicyandprocedures2016.pdf>

## EVALUATION

This policy will be reviewed as part of the school's four yearly review cycle.

**This Policy was ratified by the School Council in February, 2018**  
**Date for next review: 2022**