



SCHOOL NO. 1727 KIALLA WEST

Policy Statement: ENVIRONMENT

675 - BUSES

Responsibility: Principal

This Policy was last ratified by School Council in September 2010.

1. PURPOSE:

Free bus travel is provided only to the nearest government or non government school. Free bus travel is provided only when a students resides 4.8Km or more from the school.

2. GUIDELINES:

- 2.1. The free Government bus service is provided through the combined resources of the Department of Education and Training (DE&T) and the Public Transport Commission (PTC).
- 2.2. The Principal is the Department of Education & Training (DE&T) representative and is directly responsible for the effective and efficient operation of bus services.
- 2.3. The consultative process will be used whenever possible in matters concerning bus runs. School Council will be consulted regarding variations to bus runs. Where significant and/or contentious variations are necessary a public meeting may be called to discuss the issues.
- 2.4. Variations to bus runs are permissible providing DE&T guidelines are adhered to.
- 2.5. The safety of all bus travellers is of paramount importance. The following guidelines must be observed:
 - a) the bus driver or teachers may assign student/s to seats.
 - b) bus drivers are to report any cases of misbehaviour or vandalism to the Principal;
 - c) the Principal must take vigorous action following any such reports;
 - d) a pupil may be temporarily suspended from use of the bus for proven cases of misbehaviour or vandalism;
 - e) The following consequences apply to those students who misbehave on the bus;
 - The student is suspended from the bus for 1 week.
 - The student is suspended from the bus for 2 weeks.
 - The student is suspended from the bus for the term.
 - The student is suspended from the bus for the rest of the year.
- 2.6. A member of staff will supervise the departure of the buses.
- 2.7. A list showing the names of pupils eligible to travel on each school bus service, the pick-up points and times will be prepared and one copy will be given to the bus drivers and one copy will be kept in the school.
- 2.8. A list of Bus Travel Conditions has been developed and is regularly reviewed. A copy is attached to this policy.
- 2.9. Written or verbal permission is required for any change of bus or any non-bus travellers wishing to utilise the bus service.
- 2.10. The Principal in consultation with School Council may vary this Policy if circumstances require it.

* If Parents have any problems with the school bus they should discuss them with the School Principal.