

# Bus Policy

## Brighton Primary School

### 1542

#### Purpose

- To ensure that students from Brighton Primary School travelling to and from excursions by bus, do so safely, and in a manner consistent with Department of Education and Training policies and regulations.
- To ensure that issues relevant to bus travel are dealt with effectively and efficiently.

#### Guidelines

- Teachers organising the excursion will follow the guidelines in the Excursion Policy
- Teachers organising the excursion must make themselves aware of the preferred bus companies who provide buses with seat belts.
- Seat belted buses will be ordered in advance by the teacher responsible for organising the excursion.
- When students are travelling to or from an excursion or sporting event, seat belted buses will be used where possible. (It is important to note that not all buses are seat belted, and that the organising teacher will make all reasonable efforts to obtain buses that are seat belted.)

#### Implementation

- Teachers will ensure that all people travelling on the bus are familiar with the '**Bus Rules**' before the start of each trip and apply consequences for non-compliance.
- Teachers will make students aware that seat belts are to remain correctly fastened throughout the bus trip.
- Where Brighton Primary students are sharing buses for sporting events, seat belted buses may not always be available. If this is the case students will still need to be reminded of the rules in relation to behaviour and safety.

#### **Bus Rules**

- Remain well clear of the bus when the bus is parking or leaving.
- Enter the bus one at a time in an orderly manner.
- Sit quietly and sensibly with your bottom on the seat and your body facing the front.
- Keep all parts of your body and other objects inside the bus at all times.
- Remain seated until the bus is parked and the teacher has given instructions to exit the bus.
- Follow all directions given by bus driver.
- If seat belts are provided on the bus, all students must wear fastened seat belts at all times.

\* **NOTE – Seat belted buses refers to Lap/Sash belts.**

This policy was last ratified by School Council in 2017

This policy will be reviewed 2021