



SCHOOL BUS USE

CODE OF PRACTICE PROCEDURE

The bus driver's responsibility is to drive the bus and to ensure students are transported to school safely. They are to report continued or serious misbehaviour to the KAS leadership team.

The KAS leadership team must follow up reports of misbehaviour and take whatever action is deemed necessary, including suspension from bus travel but only after prior consultation with parent/caregivers.

The following school bus rules are based on courtesy and common sense and have been established so that all users can travel in safety and comfort.

1. Students and families will be informed of the pick-up and return time to and from their stop. It will be the family's responsibility to be at designated bus stop, 5 minutes prior to scheduled times. The bus will not leave a pick-up point before the scheduled time.
2. Consent must be provided to the Karcultaby Area School (KAS) leadership for the bus driver to drop off your child/children at their designated bus stop without a parent or caregiver being present. This consent cannot be obtained for highway bus stops or any stops where families have a preschool-aged or young child in junior primary classes. In these cases, a parent or caregiver must be present to collect the child at the designated times. There is zero tolerance for leaving a child unattended without prior consent.
3. Students will get on and off the bus in a quiet, orderly manner and must follow any directions given by the driver. Students are expected to be courteous, cooperative and considerate to everyone on the bus.

4. Bus Passes

If a child needs to go on a different school bus and to ensure the safety and smooth transportation of our student's, a bus pass is required.

- Parents must contact the front office 86263077 to obtain a buss pass for their child/ren to travel on a different bus.
 - Bus passes can only be done by KAS staff.
 - Students are not allowed on a different bus without a bus pass.
5. Families are to notify the bus driver if children will not be using the school bus service on any day.
 6. Appropriate school language is to be always used on the bus.
 7. The school bus driver is not to be unnecessarily distracted. Distracting behaviour includes students:
 - making loud noises
 - kneeling on seats
 - hurting or annoying other passengers
 - using offensive language
 - throwing objects around the bus
 - moving around the bus.

Students need to talk quietly to the person next to them, read a book or play a device.

8. Students can use technological devices on the bus, in a responsible and quiet manner. The school accepts no responsibility for lost, stolen or damaged devices. Students are responsible for their own devices and are not to share them with others.
9. Students are to remain seated and always wear their seatbelt. Students are allocated seats and are to remain in the same seat each day unless instructed otherwise by the bus driver.
10. Children up to 7 years of age must be seated in an approved booster seat provided by the family until the child can safely sit in a seat with a seat belt.
11. If students are found responsible for creating a mess on the bus, they will be required to clean its interior. Additionally, a condition of using the school bus service is that any deliberate or malicious damage to the bus will be the responsibility of the individual or their family. This includes covering the cost of taking the bus to an approved repair facility.

12.Students are to tell a staff member if there are any issues on the bus.

13.Parents are not permitted on the bus to complain to students or the driver, they must use the Parent Complaint Procedure.

14.Older student representatives will be chosen as 'bus monitors' and have the role to;

- Support students who need care – as far as possible.
- Remind students of the rules to ensure safe travel.
- Tell the KAS Leadership of any concerns.

Consequences: The KAS leadership team will investigate any identified concerns, and if necessary, will send a letter home notifying that continued behaviour may result in the student losing bus privileges for one week. This warning letter remains valid for one term. Only KAS leadership can administer these consequences.