

School bus conduct and lost pass policy

We have a code of conduct because we want everyone to travel in comfort and stay safe. To make sure this happens, all students must follow this code of conduct.

While travelling to and from school, students are still subject to your school's rules and behaviour policy. The code of conduct is an extension of this.

Bus passes are only valid on the bus service stated and should be shown to the driver each day.

Do...

- ✓ Be at your stop at least 5 minutes before the pick-up time.
- ✓ Behave at the bus stop.
- ✓ Carry and show a valid bus pass every day. You may be refused travel without a valid bus pass.
- ✓ Bus passes should be kept in good condition. A pass will not be valid if it is lost, altered, defaced or damaged. Photocopies or scanned copies of the original pass will not be accepted.
- ✓ Always remain seated while the vehicle is moving.
- ✓ Treat fellow students and bus drivers with courtesy and respect.
- ✓ Act in a safe manner and avoid distracting the driver.
- ✓ Take your litter home with you.

Do not...

- ✗ Stand or move around whilst the vehicle is in motion.
- ✗ Use inappropriate language or behaviour.
- ✗ Bully, fight, play-fight or hurt anyone else.
- ✗ Push, shove or rush when getting on or off the vehicle.
- ✗ Leave litter on the vehicle.
- ✗ Smoke any type of cigarette, including e-cigarettes or vapour cigarettes.
- ✗ Spit.
- ✗ Damage the vehicle in any way.
- ✗ Interfere with the emergency exits or open bus windows.

Lost pass policy

Students must show a valid pass to travel on school bus services.

If a student loses their pass, they must request a replacement from their school office on the same day. School will issue a holder letter for the student to use whilst a replacement pass is ordered.

If a student does not have a valid bus pass or holder letter for their return journey home, they will be refused access to the service and instructed to return to school for parent / carer to be contacted.

Please note, school may charge for a replacement pass.