



Travelling to and from St Martins School on Public and School Buses.

Dear Parent / Carer,

Good behaviour and high levels of safety are very important. After some reports of potentially unsafe and poor behaviour whilst waiting for, travelling on and arriving at School, we have repeated and reemphasised to all Students our expectations of how they must behave to keep themselves safe and act politely when using the buses to and from School.

Please could you take a time to read through the Bus Behaviour Code below and ensure that your child understands how important it is for the code to be followed. We do not want any of our children to have or cause an accident or to be told they may not use the bus services.

St Martins School Bus Behaviour Code

Before the journey Students must:

Be accompanied to and at the pick-up point unless parents / carers don't consider this necessary

Make sure that they carry a valid travel pass or the correct amount of money to purchase a ticket (or travel may not be allowed)

Be at the pick-up point in good time and wait for 10mins if the bus is late

Wait in an orderly and safe manner, standing well back from the kerb edge and allowing other members of the public to wait for the bus or to pass safely

Keep clear of other traffic, **other** moving school buses or taxis

Board the school bus when stationary, one at a time and in an orderly and polite manner

Go to their seats immediately and sit down properly

During the journey Students must:

Stay properly seated: do not stand up whilst the vehicle is moving (unless having to stand on a public service - if so hold tight)

Wear seat belts where fitted (this is a legal requirement)

Keep bags out of the aisles

Not distract the driver or be discourteous

Treat other Students with care and respect and not misbehave

Not shout or use rude or inappropriate language

Be mindful and respectful to members of the public who may also be using the bus. Not play music out loud.

Not attempt to operate doors or emergency exits (unless in an emergency) or any other mechanisms (e.g. stop bell)

Not damage, graffiti or vandalise the vehicle. Be aware that most buses carry CCTV facilities.

Report any concerns about the journey to the driver and/or the School

Follow the driver's instructions if there is a breakdown or emergency

At the end of the journey Students must:

Stay seated until the vehicle stops

Get off the bus in an orderly manner, one at a time and in an orderly and polite manner

Stay well clear of other traffic whilst the bus is moving off

NOT cross a road in front of, or behind the School / Service Bus. Wait until the bus moves off and the road is clear in both directions before crossing

When arriving at School, not leave the school site