

Lucindale Area School, in conjunction with the Department of Education and Children's Division, has an ongoing commitment to maintaining a high level of safety for students and preschool children who travel on school buses. This policy is written in line with DECD Transport Policy.

Lucindale School buses will each have UHF's to maintain communication with families and school on Channel 30.

If a Catastrophic weather day is declared in the morning or during a day, school buses will run as normal. If a Catastrophic weather day is declared the night before, buses will be cancelled and families will be contacted. This is in line with DECD policy.

### Eligibility to Travel

To be eligible for travel on a school bus, a student must live more than 5 kilometres from the school and be a Primary or Secondary aged student.

Students living within this 5km range have no entitlement to travel, but may do so if room is available on the bus and permission is granted by the Principal or Delegate.

Preschool children are permitted to travel on departmentally provided school buses subject to the following conditions:

- Individual approval is given in writing by the principal/delegate controlling the bus
- There is available room on the bus
- The bus is not involved in any additional travel
- The child is considered by the principal to be mature enough to travel safely on the bus and without causing difficulties for the driver
- The child is met at the set-down point/s
- Permission may be withdrawn if the bus becomes overcrowded with primary and secondary school students eligible for bus travel.

All ineligible travellers can have their permission to travel withdrawn if the seats are required by eligible travellers.

Casual bus users are able to access a seat provided that:

- A request from the parent/caregiver has been made to the Principal/Delegate prior to the need for bus travel
- There is room on the bus – this to be negotiated with the bus driver by the Principal or Delegate.

Irrespective of the eligibility criteria, no students are permitted to use school buses without the parents first obtaining the prior approval of the principal who must notify the driver accordingly.

### Discipline on Buses

Principals are responsible for the setting of standards of behaviour of students on buses and ensuring that drivers control those standards and report breaches accordingly. Principals must follow up reports of misbehaviour and take whatever action is deemed necessary, in accordance with the school policy on student behaviour on buses, including suspension from bus travel, but only

after prior consultation with the parent/guardian. Students must never be put off a bus while on route as a disciplinary measure.

Principals are responsible for (department paid) driver demeanour and must ensure that any report of misconduct or any breach of school, departmental or legislative requirements is acted upon immediately and resolved. Any allegations of misconduct of a personal nature must be reported immediately to the Education Director for appropriate action, including legal advice as deemed necessary. Such allegations often have serious and sensitive ramifications requiring prompt attention. The Critical Incident and/or Mandatory Notification Process should be followed as appropriate.

### Bus Behaviour:

The safety of all who travel on school buses is paramount. Students are expected to abide by the school's Behaviour Policy at all times.

The school believes that appropriate behaviour includes:

- Being seated while the bus is moving
- Wearing a seatbelt
- Remaining in the allocated seat
- Following reasonable instruction from the bus driver
- Acting in a safe, appropriate manner

The school believes that inappropriate behaviour includes:

- Physical and verbal harassment of others
- Moving around while the bus is moving
- Any actions that would compromise the bus driver's attention to driving.

Consequences for inappropriate behaviour on buses will be dealt with in line with the school's Behaviour Management Policy. This will be managed by the Principal or Delegate in consultation with the student and family.

All reports by a bus driver must be passed on to the Principal or Delegate through a communication book for further investigation with students/parents/caregivers so that appropriate action can be taken.