



Bacchus Marsh  
Grammar

### **Student Bus Travel Code of Conduct**

The purpose of this code is to ensure safe and comfortable travel for all.

This Code is applicable to all students (Primary and Secondary) who travel to and/or from school on a designated school bus.

At all times while travelling via a school bus, students must abide by the following rules and conduct requirements. All students **must**;

1. **Behave** in a safe, responsible, and respectful manner – ensuring that behaviours and noise levels are not uncomfortable to other passengers.
2. **At all times** remain **properly** seated while the bus is in motion.
3. **Not** take photos of other students, drivers or aspects of the bus during operation.
4. **Not** eat food (including chewing gum) or consume drinks (other than water) on the bus.
5. **Not** sit on armrests, kneel or place feet on the seats.
6. **Not** draw on, damage or deface any article in or on the bus.
7. **Not** use offensive or indecent language.
8. **Not** throw any article in or from the bus.
9. **Not** spit or fight.
10. **Not** distract the driver while the bus is in motion, unless there is a serious reason to do so such as requesting a stop or an emergency situation.
11. **Not** make inappropriate and/or rude gestures to pedestrians and/or the general public.
12. **Not** yell at or out to pedestrians and/or the general public.
13. **Not** behave whilst waiting for a bus in a way that brings discredit to the school.
14. **All** students must travel on the bus service to which they have been allocated.
15. **Behave** in a way that respects the rights of residents who are in the vicinity of school bus stops.
16. **Wear seat belts** were fitted **at all times**.
17. Students must carry their Student ID cards at all times to tap on/off the bus.
18. Disembark at their designated stop as advised on Roll Call.
19. Abide by Bacchus Marsh Grammar Rules and Regulations, particularly those related to behaviour and appearance.
20. Parents are required to take their child's temperature prior to boarding the bus in the AM.
21. Students will be required to wear a fitted face mask while travelling on a bus if mandated to do so under Covid-safe regulations.

Note: - These requirements are mandatory for the safety and comfort of all students while travelling to and from school.

NON-COMPLIANCE WITH ANY OF THE ABOVE RULES WILL RESULT IN THE FOLLOWING;

**First offence** – verbal warning to student

**Second offence** – written warning to parent/guardian

**Third offence** – one week suspension of student from school bus travel

**Fourth offence** – the student will not be allowed to travel on the school bus for the remainder of the year

**Note:**

**If the incident or incidents are deemed by the Principal to be of a more serious nature, withdrawal of travel rights will occur immediately.**

**Normal School sanctions, i.e. detentions, suspension, etc., will also apply to any/all bus incidents**

**Safety: - Students are reminded not to cross the road in front of or directly behind the bus after alighting at the bus stop.** Students should wait until the bus has cleared the stop and have clear vision in both directions before crossing.

The initial response to any misbehaviour is for the incident/s to be reported to the school. Upon prompt investigation of the incident, students will receive appropriate disciplinary action and parents notified.

Parents are also requested to pay particular attention to where they park and issues of safety when dropping off and collecting children. Parents are also asked to be mindful that many bus stops are in residential areas and they have a responsibility to be mindful of the amenity of residences close to bus stops.

Is it not appropriate for parents to confront students, other parents or the bus driver regarding issues or concerns. All issues of such nature should be reported to the relevant Deputy Principal.

### **Safety tips for Bus Travel**

Children should learn to:

- Stand a safe distance back from the curb when waiting for a bus.
- When waiting for the bus it is important not to push or crowd forward as the vehicle comes to a stop, as people may trip or be pushed in front of or into the approaching vehicle.
- Move towards the bus only when it has stopped, and the doors have opened.
- Stay in the same seat with bags under their seat when on the bus.
- Follow the instructions of the driver.
- Sit quietly on the bus and not distract the bus driver.
- Sit quietly and not engage in behaviour that will disturb and attract the attention of other passengers.
- Not harass other passengers.
- Keep all body parts inside the bus.
- Only move from the seat when the bus has stopped.
- Once off the bus, if students need to cross the road, wait for the bus to leave and only cross when it is safe.

**Parents should:**

- Drop off or wait for their child on the same side of the road as the bus stop.
- Park away from the designated bus stop area.
- Parents are not to approach students, other parents or the bus driver.
- Parents are to communicate change of stops or other communication to Bacchus Marsh Grammar only, not the Bus driver.
- Parents are to advise the School Bus Services Administrator if their child/ren will be changing a stop on their allocated route as a permanent stop change.
- Under no circumstances are parents to board the bus.
- All enquiries, concerns or issues are to be reported to the School Bus Service Administrator - Mrs Leanne Robertson by calling 5366.4800 or via email at [bus@bmg.vic.edu.au](mailto:bus@bmg.vic.edu.au). if their child has complained about the behaviour of other students or if they have a query about their child's behaviour.

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