



HORIZON CHRISTIAN SCHOOL

BEHAVIOUR MANAGEMENT - BUS TRAVELLERS' POLICY

It is the right of all school bus travellers to have the safest possible service provided.

The driver will treat all students respectfully and in turn will be treated respectfully by all students.

It is the responsibility of all bus users to ensure that the driver is able to perform his/her duties free from distraction and worry about the conduct of passengers.

In order for this to occur the following rules apply to all bus passengers:

1. Remain in your allocated seat at all times – bus must be stationary before leaving seat.
2. Sit in seats facing the front at all times.
3. Do not interfere with, or annoy any passengers.
4. Behave in a quiet responsible way at all times.
5. No yelling, no throwing things and no abusive language.
6. Eating is NOT permitted.
7. Water only for drinking.
8. All parts of body must remain inside the bus at all times.
9. No feet on seats.
10. Seat belts (if fitted) are to be worn at all times.
11. Obey driver's direction.
12. Mobile Phones are to be kept in school bags at all times and are not to be used.

In addition to obeying these rules senior students are expected to assist by recording breaches of these rules to the driver.

The driver is responsible for managing behaviour on the bus. It is expected that minor breaches of the rules will be addressed and when these are repeated, they will be documented by the driver. The driver will report serious and/or repeated breaches of these rules, and any incident or concern that interferes with the safe operation of the bus, to the principal of the relevant school.

The school principal will investigate any reported issue and if it is substantiated the following procedure will be used:

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| • Step 1 | 1 st incident | Formal warning (written letter posted home). |
| • Step 2 | 2 nd incident | 1 week suspension from bus travel. |
| • Step 3 | 3 rd incident | 1 month suspension from bus travel. |
| • Step 4 | 4 th incident | Expelled from bus travel. |

At the second and subsequent incidents parents will be contacted by phone and the suspension is effective from the time of contact.

In the case of a serious breach of the rules, Step 1 and/or Step 2 may be omitted after consultation with all parties.

If a parent believes that an injustice has occurred they will use the school's grievance procedure to address this.