



St Cecilia's Catholic Primary School

4 June 2020

Dear Parents/Guardians

RE: SAFE BUS TRAVEL - CODE OF CONDUCT

I am sure that we all agree appropriate conduct is essential on buses. Misbehaviour is a distraction to the driver that endangers the safety of passengers and other road users. Children need to know the "Code of Conduct" for bus travel and accept the consequences of any breaches to these rules. (A copy of the code is attached)

Recently the school has been contacted several times by parents informing us of inappropriate behaviour, such as spitting, walking around while the bus is moving, hitting, screaming, not sitting with siblings and telling students to get off at the wrong stop.

We have been in touch with the bus company and while they can't immediately stop a child from using the service, they can give notice of a suspension of the service for any breach of their "Code of Conduct." In our discussion with the Operational Manager, it was decided that if the school receives a complaint, we will inform him of the nature of the incident. If required video footage will then be sought to substantiate the claim. If the complaint can be verified, the Operational Manager will issue a written suspension order of up to two weeks to the child.

Please discuss the "Code of Conduct" with your child and the consequences if they misbehave.

Yours sincerely

Robert Palladino
Principal

Faith Family Friendship



Fortesque Bus Services



CODE OF CONDUCT

Behaviour	Examples of how to meet the Code
Respect other people and property.	<ul style="list-style-type: none">• Respect other people and their possessions.• Follow the bus driver's directions without argument.• Do not interfere with bus property, equipment, shelters and signs by marking or damaging them.
Wait for the bus in an orderly manner.	<ul style="list-style-type: none">• Wait well back from the bus until it stops and allow other passengers to leave the bus first.• Stand quietly without calling out or shouting.• Do not push other people in the line.
While on the bus, behave yourself.	<p><i>Students must:</i></p> <ul style="list-style-type: none">• always follow instructions from the driver;• show their bus pass, ticket or ID upon request;• sit properly on a seat if one is available (in an allocated seat if directed by the driver);• if standing, remain in the designated area;• store school bags under the seat or in appropriate luggage areas; and• speak quietly and not create unnecessary noise. <p><i>Students must not:</i></p> <ul style="list-style-type: none">• bully other students;• place feet on the seats;• fight, spit or use offensive language;• throw any article around or from the bus;• consume food or drink, or play music without permission of the driver;• smoke (prohibited on all buses);• allow any part of their body to protrude out of the bus windows;• stand forward of the front seat; and• act in a manner that would be considered an offence under any legislation.
Use approved bus stops.	<ul style="list-style-type: none">• Students will only be allowed to get on or off the bus at an approved bus stop.• It is the responsibility of students to get off the bus at their correct bus stop.
When leaving the bus, do so in an orderly manner.	<ul style="list-style-type: none">• Wait until the bus stops before standing to get off.• Leave the bus in a quiet and orderly manner.• Never cross the road in front of the bus. Wait until the bus has moved away and it is safe to do so.• Use crossings or traffic lights if available.
In case of an emergency or a breakdown, follow the driver's instructions.	<ul style="list-style-type: none">• Wait until the bus stops before standing to get off.• Leave the bus in a quiet and orderly manner.• Wait in the area indicated by the driver.



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Please note that this list of examples is not intended to be exhaustive.



Government of **Western Australia**
Public Transport Authority

Fortesque Bus Services



As part of the process following a breach of the Code of Conduct, students may be refused travel for a temporary period or in some cases permanently.