

BUS CODE OF CONDUCT

When travelling to and from School, all normal school rules apply.
Please remember that you are the public face of the School.

IN THE MORNING:

- Please be ready promptly at your pick-up time and place – remember that being late will affect all the pupils who get on the bus after you.
- If the bus is late, allow 10 minutes before contacting either the bus or the School to see if there is a particular problem.
- Please get on the bus in an orderly way.
- On arrival at School, leave the bus in an orderly fashion, remembering to take all your possessions with you.

ON THE BUS:

- Follow instructions given to you by the driver and the bus monitor.
- Junior pupils should be seated in the front half of the bus.
- Please make sure that you leave the bus tidy, and pick up any litter.
- **Wear seat belts**, and store belts correctly at the end of the journey.
- Make sure aisles and exits are kept free of bags and other obstacles.
- Make sure that your behaviour allows the driver to concentrate and be considerate to your fellow passengers.
- **Remain seated throughout the journey.** Wait until the bus has stopped before standing.
- Respect each other, the bus, the monitors, and the driver.

IN THE AFTERNOON:

- Go straight to the buses – they leave at 4.50pm.
- If you miss the bus, report to the teacher on bus duty or go straight to the Bursar's Office
- Take care crossing the road when getting off the bus. **WAIT UNTIL THE BUS HAS DEPARTED BEFORE CROSSING THE ROAD.**

IMPORTANT:

- Please remember to contact your bus driver and the school if there are any changes to your normal bus travel arrangements. Mrs Jobson can be contacted on 01289 307584 or cjobson@lts.org.uk
- You must not change buses unless it has first been cleared with the school
- If someone is upsetting you on the bus, see your bus monitor and report the incident to your Form Teacher.

You would not ordinarily be asked to sign a behaviour contract as this code of conduct reflects good common sense and courtesy. A request to sign a contract or a decision to withdraw the opportunity to use School bus travel would reflect a serious or persistent breach of these guidelines.