

# WILLUNGA HIGH SCHOOL

## Bus Information



### Eligibility

- The Department for Education buses service local areas and eligible students are able to travel at no charge.
- Students who are zoned to the school and who live more than 5 km from the school have an automatic right to access the school bus service.
- Students who wish to access the bus service but do not meet the criteria to do so must apply to the principal, in writing, stating the reasons you are seeking permission to access the service. These applications will be assessed on a case by case basis.
- It is expected that students will comply with the code of conduct while using this service. Failure to comply with the code of conduct may result in your child being suspended from using the bus service for a period of time.

### Bus passes

- Eligible students will be allocated a bus route as close to their primary residence as possible.
- Students must be dressed in school uniform while using the bus service and seat belts must be worn at all times. Please be aware that all buses have CCTV.
- Early term 1, students will be receive their ID card which also details their allocated bus route.
- Student photos are taken in the first 2 weeks of school and then ID cards are issued. Year 8 students will receive a temporary bus pass for use until they receive their ID cards.
- Students must carry their student ID at all times and present when entering the bus.
- In the event that a student does not have their ID card, they will be refused entry and parents/caregivers will be called to arrange collection of their child.
- Temporary bus passes will not be issued to any student except in exceptional circumstances. This will need to be approved by a member of the executive leadership team of the school.
- Replacement cards must be purchased if lost (\$5.50).
- Please notify us of any change in address as soon as possible. We require two proof of residence documents to support any changes.
- A change of route cannot be guaranteed as the bus may be at capacity and we need to ensure the safety of all our students on these routes.
- The Department for Education bus service allows students to be picked up from allocated bus points and dropped off at their designated stop only. It does not provide service to transport students to work, sports or friends places.

### Catastrophic weather

In the event of catastrophic weather our school will send an SMS to parents/caregivers to let them know of the condition if we are notified prior to 4.00pm. Otherwise, an SMS will be sent alerting parents/caregivers that there may be a catastrophic weather day.

### Code of conduct

Dangers can exist for children on their way from home to the bus stop, boarding, travelling in and alighting from the bus, and on their way home from the bus stop. To help children recognise some of the dangers, and have a safe journey from home to school to home, the following rules should be put to use.

- When waiting for the bus keep well back from the road side.
- Do not play ball games or run around at the bus stop.
- Do not wander away from the bus stop.
- Sit in your seat, keep your bag/s under the seat and not in the bus passageway. If you are required to stand for a time (policy limit 20 minutes) because all seats are occupied, store your bags under a seat and stand in the passageway between a row of seats. Grip the seat handholds on both sides of the passageway.

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- Remain in your seat or at your standing position until the bus reaches your set down points.
- When the bus has completely stopped, alight in a safe and orderly manner.

## Your responsibilities

- Be on time for the bus at pick-up points.
- Sit in your assigned seat.
- Place your bags in a safe place (under the seat) so that other passengers can easily get on and off the bus.
- Respect the needs, comfort and property of other passengers using the bus.
- Do not throw any article inside or out of the bus.
- Keep your whole body inside the bus.
- Do not swear, use rude gestures, tease anyone on the bus or talk loudly.
- Respect bus property (ie seats, panels, rear emergency exit door, fire extinguisher, first aid kit) by not tampering, marking or damaging it.
- Do not distract the driver except in an emergency.
- Listen to and follow the driver's instructions.
- Solve problems by talking them through calmly and quietly.
- Speak to an adult about your concerns.

## Always cross roads safely to get to the bus stop

- Always choose the safest place to cross and wait and watch until the traffic is clear. Walk across the road, looking and listening for traffic.
- The safest place is where you can see the traffic clearly and drivers can see you. Unsafe places are at bends and/or crests in the road, between parked cars/trucks or at street corners.
- Make sure trees/bushes or parked cars/trucks do not block your view of traffic and the driver's view of you.
- Use pedestrian crossings if they are available and nearby.
- Take time to make sure it is safe to cross.

## Always cross roads safely after alighting from the bus

- Always wait until the bus has completely gone from the bus stop and is out of sight before you begin to look for a safe place to cross. It is extremely dangerous to cross while the bus is stopped on the road or when the bus has just moved on and is still in sight, because the bus will block your view of following or oncoming traffic and the driver's view of you.
- Watch the traffic from both directions and choose the safest time and place to cross.
- Choose a place where you can see the traffic and the drivers can see you.
- Wait and watch until the traffic is clear.
- Remember cars/trucks can travel at high speeds eg 80 or 100 kilometres per hour on highways and certain roads. A car or truck travelling at 100 kph covers 28 metres (the length of a cricket wicket and more) in just 1 second.
- Keep away from bends and/or crests in the road, parked cars/trucks, trees/bushes and busy corners.

## Key safety messages for parents and caregivers

- Always safely leave and meet your children at the bus stop.
- Allow sufficient time to safely leave and meet your children at the bus stop.
- Be on time for the bus at the pick-up point.
- On the way to the bus stop remind your children of the safety rules.
- Regardless of convenience, always park your car on the bus stop side of the road.
- The safest place to park a car on the bus stop side of the road is away from bends, crests or street corners.