



## GRACE COLLEGE BUS FLEET

### STUDENT CODE OF CONDUCT

#### STUDENT OBLIGATIONS

1. Travelling on the College Buses is deemed a privilege, not a right.
2. While at bus stop, wait quietly and behave in an orderly manner when boarding.
3. Driver's instructions must be followed at all times.
4. Students must have their passes / casual tickets available when boarding the bus.
5. Use of seat belts is compulsory at all times. It is the student's responsibility to ensure seat belt is worn at all times while the bus is moving, as per Transport Department Regulations.
6. Use common sense, act safely and have respect for other passengers and their property.
7. Keep school bags off seats by stowing them in the parcel rack or under the seat.
8. Treat each other with courtesy at all times.
9. Wait until the bus stops before standing to get off.
10. Don't cross the road in front of the bus; wait until the bus has moved away.
11. Should a bus pass be lost or stolen, a \$5.00 charge will apply for replacement.

#### UNACCEPTABLE BEHAVIOUR

1. Not supplying a ticket or pass to ride the bus.
2. Pushing and shoving at the bus stop whilst waiting and especially as the bus approaches.
3. Excessive noise or movement from seat to seat.
4. Using flash photography or inappropriate use of a mobile phone or iPad.
5. Eating or drinking on the bus.
6. Having any part of the body outside the bus.
7. Resting feet on seats or any action that will mark or damage any part of the bus.
8. Fighting, yelling, kicking, spitting, hitting, swearing or any other offensive action that causes discomfort for other passengers, members of the public or distracts the driver's attention.
9. Throwing or spreading any item around inside the bus or out of the window.

**Please Note:** Closed Circuit Television Cameras have been fitted to all College buses. Video evidence may be used to investigate any breaches of the Code of Conduct. Access to video evidence is restricted and videos will only be accessed by authorized staff.

Parents will be called upon to view evidence of damage. Reimbursement may be required for damage caused to College buses.

# Grace Lutheran College - Student Code of Conduct

## BEHAVIOUR MANAGEMENT – BREACHES TO CODE OF CONDUCT

### Step 1

- A) The driver will speak to the student about improving his or her behaviour.
- B) The driver may require the student to move to a seat where behaviour can be monitored.
- C) When incidents of misbehavior occur the driver will record details such as dates, student's name, actions, times, year level and home class teacher's name.

### Step 2

- A) The driver will advise the student that the continuing misbehavior is being reported to the Year Level Coordinator.
- B) The driver will collect records and details of misbehavior incidents, complete a Discipline Slip and hand to the Year Level Coordinator as soon as practicable.
- C) If the student continually omits to hand a ticket to the bus driver the parents will be notified in writing and may be charged on their fees as if their student is a full time bus user.

### Step 3

- A) The driver will require the student to attend a tripartite meeting with the Year Level Coordinator. It may be necessary for the parents or guardians to also attend such a meeting.
- B) The College may refuse to carry the student on its Bus Fleet for a period, which will reflect the seriousness of the misbehavior.

Ruth Butler  
Principal

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I understand the Code of Conduct as a Grace Lutheran College Bus User and I accept the terms of this agreement.

Parent/Guardian Signature.....Date ...../...../.....

Student Name.....Home Class.....Student Signature.....

Student Name.....Home Class.....Student Signature.....

Student Name.....Home Class.....Student Signature.....