

POINT VIEW SCHOOL GUIDELINES ON USING THE WALKING SCHOOL BUS

Parents' Responsibilities

- You must complete the online registration form before your child is allowed to travel on the bus. This form requests emergency contact details and when your child will use the bus for inclusion on the Route Register.
- Submission of the online registration form indicates your permission for your child to be a WSB passenger and consent that you and your child will adhere to the guidelines and responsibilities.
- It is essential that YOU ARE ON TIME to drop off and pick up your child from your bus stop.
- It is *your* responsibility to inform the driver of any change to your child's regular travel pattern. For permanent changes, please contact the WSB Coordinator so that the register can be updated.
- You must ensure your child understands how the bus operates, the expected sensible behaviour required and that instructions from the driver or conductor are to be obeyed - particularly in regard to stopping and crossing roads.
- You are responsible for your child's safety getting to and from the designated bus stops.
- If for any reason your child misses the bus in the morning but it is still visible, he/she may walk quickly to join the bus. It is your responsibility to watch and ensure he/she has actually joined the bus. If the bus is too far ahead he/she must return home.
- Discuss with your child alternative procedures if they miss the bus for any reason.
- If your child is having a friend over to play the friend's parents must write and sign a note giving their child permission to walk with the bus. If adult to child ratios are exceeded, as the parent of the WSB child, you may be asked to come and walk with the bus.
- **Wet weather** - the walking bus should take place whatever the weather - rain or shine! However, if your child will not be walking due to heavy rain, *please contact the driver by 7.30am or 2.30pm to let them know*. If it turns out that no-one will be using the bus it will save the driver from a wet, lonely walk.

Children's Responsibilities

- You will be issued with a bag tag that identifies you as a member of the walking bus. All WSB children are required to put these on the outside of their school bags.
- You must behave sensibly and safely and follow instructions from the driver and conductor.
- If for any reason you miss the bus in the morning but it is still visible, you may walk quickly to join the bus but only if your parent is with you to watch that you actually join the bus. If your parent is not with you or the bus is too far ahead you must return home.
- If for any reason you are left behind after school you must go to the school office and inform a member of staff.