



BARNARD CASTLE SCHOOL

SCHOOL TRANSPORT: CONDITIONS OF TRAVEL

The following conditions are for the safety and comfort of all passengers. All pupils travelling must comply with the conditions of travel at all times. Any breach of these conditions may result in the withdrawal of a bus pass without refund. The receipt of a bus pass confirms that the pupil is committed to adhering to the conditions of travel.

- Pupils must be at the stop **five minutes** before the timetabled time, and be waiting at the bus stop ready to board the bus.
- Parents of Prep School children should ensure that there is someone waiting at the bus stop for their child on the return journey.
- Pupils must wear seat belts at all times while the vehicle is in motion. **This is a legal requirement.**
- Pupils are to remain in their seats whilst the vehicle is in motion.
- The driver is not to be distracted whilst the vehicle is in motion.
- Pupils must not board or dismount the bus at any other bus stop than their requested stop.
- Pupils must carry their bus passes with them at all times when travelling on the school bus.
- Parents are asked not to park in the area allocated as the pick-up/drop off stops for buses, as this may cause risk to pupils getting on and off the bus.
- Parents are asked to be considerate to residents living close to bus stops when dropping off and picking up and to park safely.
- Passes are only valid for the dates shown and the agreed route and stop.
- Passes are not transferable between pupils or for different routes.
- Three day passes are for specified days and are not flexible.
- Inappropriate behaviour or any damage will be reported and investigated. In addition to school sanctions, it may also result in passes being withdrawn without refund. The cost of repairs will be the responsibility of the pupil.
- School rules and the behaviour policy apply to all pupils travelling on school transport.
- Chewing gum is not permitted on any school bus.
- Eating and/or drinking is only permitted at the discretion of the driver/Bus Operator. Pupils **must** remove their litter when leaving the coach and dispose of it properly. Please be respectful of others and property whilst eating and/or drinking on a school bus.
- CCTV and tracking devices are used on most routes and may be used to investigate incidents.
- Pupils should be dressed in full school uniform when travelling on school transport. In exceptional circumstances if there is a limited time to change into full uniform following an activity before boarding the bus, full school tracksuit may be worn. Under no circumstances should pupils board a school bus in 'muddy' sports kit, they must change into clean clothing and shoes before travelling.
- Bags and/or any other items must not obstruct the aisles at any time.
- Pupils should ensure devices and expensive items are well protected if placed in the under-bus storage. **The Bus Operator or School will not be liable for any damage to such items.**
- Pupils are responsible for all personal belongings. **If items are left on the bus, it is the responsibility of the pupil to contact the bus company to check if it has been found.** The Bus Operator is not under obligation to return items of lost property to school.