



WETHERBY HIGH SCHOOL

CODE OF CONDUCT AND PROCEDURES FOR SCHOOL BUS TRAVEL

1. All boarding passes will be checked by the driver for every journey.
2. Drivers have a right to expect students to conduct themselves correctly and in accordance with transport regulations:
 - a. To occupy all available seats and remain seated at all times.
 - b. Where there is a need to stand this will be downstairs only.
 - c. Not to distract the driver in any way.
3. Unacceptable behaviour will be noted by the driver and reported to Ms Marie Geldard on return to Geldards depot. This will then be passed to the school with any supporting evidence e.g. CCTV stills/footage.
4. Should unacceptable behaviour occur during the evening journey home, the driver will report the incident in the same way but will allow the student concerned to travel to school the next morning. This allows information to reach the school.
5. Should an incident occur on the morning journey to school the driver has the authority to contact the school on arrival and inform the relevant person of the incident. The matter will then be reported to Ms Marie Geldard as above.
6. Following notification of unacceptable behaviour the school will investigate the matter and, in consultation with Geldards, decide on a course of action.
7. Drivers will not make the decision to ban a student from travelling. This will be undertaken by the school with accused students being allowed to travel until a decision on any sanction has been decided.

M Davis MBE
Operations Manager

12 Nov 07