

Be safe on the bus

A few simple safety rules for pupils,
parents, bus drivers and teachers

Dorset County Council
Dorset Passenger Transport



Enabling communities in Dorset to thrive
now and for the future



Parents

Take them

Take young children to the bus stop at least five minutes before the bus arrives. Look after them until the bus arrives.

Meet them

Young children should be met when the bus returns from school - youngsters are often excited and forget road safety as they get off the bus.

Remember you are responsible for the safety of your child at this time.

Teach them

Teach your children the safety rules. Do they understand the rules for pupils in this leaflet?

Help the driver

Help bus drivers do their job. Remind children that playing about at bus stops and on the buses can cause accidents and injuries.

When children are alone

Make sure unaccompanied children know the safest route between home and bus stop. The shortest route may not be the safest. Be sure children know the best place to cross busy roads. Use school crossing patrols where provided.

Bad weather

If bad weather prevents a school bus operating in the morning, no return service will operate in the afternoon even if the weather improves.

Seat Belts

Remind your children of the legal requirement to wear seat belts where fitted.

Further Information

Further information and frequently asked questions can be found on Dorset County Council's School Transport website:

www.dorsetforyou.com/schooltransport

Bus drivers

Approach each stop **slowly** and **with care**

Check bus passes daily

Use the hazard warning lights when the bus is stationary.

Keep the doors closed until you have brought the bus to a complete standstill.

Before moving off, make sure that doors are properly closed, and that no coats or bags are caught in the mechanism of the door - from inside or outside.

Pay particular attention to nearside mirrors in case latecomers attempt to board.

If there is any misbehaviour on the bus, stop your vehicle as soon as it is safe to do so and do not proceed until the misbehaviour ceases. **Never evict an unruly child between destinations.** Report misbehaviour to the pupil's headteacher. **Never** say you are going to report misbehaviour and then fail to do so. Report any damage to vehicles or seat belts to the school concerned. Summon police assistance if necessary.

Make absolutely sure that all disembarked children are well clear of the bus before moving off, and that no children are dashing back for property they have left behind.

Discourage children from crossing in front of the bus.

If it is necessary for you to reverse, try to avoid doing so where children are waiting to board or have just left the bus.

If it is necessary to reverse on school premises, ensure that the path is clear.

Children should be told that you will not drive away until they are sitting in their seats. Remind children of the legal requirement to wear seat belts where fitted.

Ensure that "school bus" signs and route numbers are displayed.

Teachers

Bad behaviour on school buses cannot be tolerated as it endangers all the children using the vehicle. Schools will have their own disciplinary procedures, but where misbehaviour is persistent, parents should be reminded that the Authority has the power to suspend any child from using school transport.

Please help to ensure that all children understand the rules for using school transport and their importance.

Remind children of the legal requirement to wear seat belts where fitted.

It may be appropriate to appoint prefects or monitors to monitor the conduct of children travelling on school transport.

Do not allow children to travel who have not been authorised by Dorset Passenger Transport.

Dorset County Council's Senior Road Safety Officer is always willing to discuss or advise on road safety issues and can be contacted by telephoning:

01305 224548.

Dorset Passenger Transport can be contacted on the following telephone numbers which are linked to specific school pyramids:

Bridport, Beaminster, Dorchester and Lyme Regis: **01305 221704**

Blandford, Gillingham, Lytchett Minster, Shaftesbury, Sherborne and Sturminster Newton: **01305 224544**

Bournemouth, Ferndown, Poole and Purbeck: **01305 224545**

Christchurch, Corfe Mullen, Weymouth and Wimborne: **01305 225164**

Older pupils

Never cross in front of, or close behind a bus. You must be able to see clearly both ways.

Please make sure that you arrive at your stop at least five minutes before the scheduled departure time.

Follow your parents' instructions about where to go and what to do if the bus does not arrive within 15 minutes of the usual arrival time.

Please behave responsibly at all times when waiting for, getting on, travelling on or getting off a school bus. **If you misbehave, you may be excluded from future travel.**

Do not distract the driver. Stay in your seat when the bus is moving as (s)he needs to concentrate.

You should ensure that you always have your bus pass with you and keep it available for inspection.

Do not attempt to travel on buses other than the one on which you have been allocated a seat.

Please make sure that the bus is left clean and tidy.

Do not damage seats or seat belts in any way.

Wear seat belts where fitted and encourage younger children to do likewise.

Wait until the bus stops before getting on or off.

Never push or shove others on or near a moving bus.

If you should miss your afternoon bus, return to your school and report to the secretary or a teacher.

Do not bully other pupils or use foul and abusive language.

You may be responsible for the costs of any damage and vandalism to the vehicle.

Smoking is not allowed on school buses

Young pupils

- Do not play at the bus stop.
- Do not go near the bus wheels.
- Do not go near the bus until it has stopped.
- Have your bus pass available at all times.
- Do not go back to the bus after you get off.
- Do not cross the road near the bus.
- Do not eat or drink on the bus.
- Beware of coats and bags catching in doors.

When on the bus, remain in your seat and wear your seat belt where available.

Do not play silly games on the bus as this is dangerous and could cause the driver to have an accident.

If the bus does not arrive, do not try to walk to school or accept a lift from someone you do not know. Your parent(s) will tell you what to do if this happens.

In the event of a breakdown or accident

- Stay on the bus unless it is unsafe to do so.
- Please follow the advice of the driver - if there is likely to be a delay, (s)he will normally seek help by telephone.
- Do not make your own arrangements to get to school or home without first contacting the school or your parents.