



## School Bus Rules and Regulations

- There are normally ten trips a week.
- We strive to accommodate all requirements but, if necessary, priority will be given to regular users. This is because we have to pay for the coach not per seat used. Single journey user must check availability with the School Receptionist before travelling.
- Telephone numbers - please supply any daytime telephone numbers which are essential to assist the school in contacting you in the event of a delay.
- Please be aware that the times stated on the Bus Route Timetable are the times the bus is scheduled to leave the stop. It is the responsibility of the pupil to be at the designated stop 5 minutes before the time indicated to prevent delaying the bus and inconveniencing other pupils.
- Passengers are to remain seated and wear seatbelts at all times when the bus is in motion.
- No food or drink is to be consumed on the buses.
- Pupils are to be correctly dressed in their uniform or otherwise approved attire throughout the bus journey.
- School transport fees will be invoiced termly in arrears by the Finance Department.
- The privilege of travelling on the school bus will be withdrawn if any pupil fails to comply with these rules.
- One term's notice is required to vary or cancel school transport arrangements and the School reserves the right to charge a full term's school transport fee in the absence of such notice.