

5.8 BUS POLICY

Where children love to learn™

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The Waldorf School at Rosemary Hill was formerly known as Max Stibbe Waldorf School



1. GENERAL

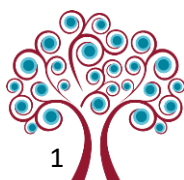
- 1.1. The Waldorf School currently has 7 buses. These vehicles are used to transport children to and from school as well as field trips, sports trips and class camps.
- 1.2. Drivers must have PDP licences and their licence code has to correspond to the size of the vehicle they are driving.
- 1.3. The roadworthiness of each vehicle is checked regularly, all buses are serviced regularly and are comprehensively insured.

2. RESPONSIBILITY OF LEARNERS

- 2.1. All learners have to be strapped in and seated at all times.
- 2.2. Learners may not eat or drink on the bus.
- 2.3. Learners must behave in an orderly fashion and not in any way distract the driver.
- 2.4. Learners may not shout out of windows or show any hand gestures to passing drivers.
- 2.5. No loud talking or singing, screaming or shouting is allowed.
- 2.6. Each learner has to wear the school-issued tag with emergency contact numbers at all times. Learners may not damage their tags in any way. R50 replacement fee will be charged for any damaged/lost tags.
- 2.7. Learners must obey all instructions from the bus driver.
- 2.8. Learners may remind each other of appropriate conduct and support each other to behave properly.
- 2.9. Learners will show respect towards the driver at all times.
- 2.10. The Waldorf School Code of Conduct is applicable on the bus at all times.
- 2.11. Failure to comply with the above rules may result in disciplinary action which could include suspension or expulsion from the bus.

3. RESPONSIBILITY OF DRIVERS

- 3.1. Drivers may not talk on their phones while driving, unless using a hands-free device.
- 3.2. Drivers may not overload the bus.
- 3.3. If the driver is running late then it is his/her responsibility to let all the parents know. Office staff may be asked to assist within office hours.
- 3.4. Drivers may only stop at designated bus stops.
- 3.5. Drivers may only stop on the side of the road if it is a designated stopping area as arranged with school management.



3.6. If a parent fails to pick up his/her child at the correct time, then the driver is to bring the child back to school, where the parent can collect the child. Aftercare fees may apply.

3.7. Drivers are not to leave the buses unattended at any time, especially if learners are on the bus.

3.8. Drivers are to respect the learners at all times.

4. RESPONSIBILITY OF PARENTS

4.1. It is the parents' responsibility to deliver and fetch their child/children on time at the correct stop.

4.2. It is the responsibility of the parents to contact the driver if their child is not coming to school.

4.3. Parents must let the driver know in time if someone else is picking up the child from the bus stop or at school.

4.4. If a parent is running late for a morning stop, then it is his/her responsibility to drop his/her child off at the next stop or at school. Waiting for one parent causes the rest of the route to be delayed.

4.5. Parents are to respect the driver at all times as well as the bus rules.

4.6. Drivers are not allowed to make changes to the route for individual children without clearing it with the office first.

4.7. Learners who do not ordinarily make use of the bus transport may not go home with 'bus children' (e.g. For a party, etc.).

4.8. Learners who are 'bus children who want to make use of another route, per occasion, must enquire at the office for availability of space at least three days prior.

5. PROCEDURE IN AN ACCIDENT

5.1. Tags with emergency contact numbers are worn by all learners.

5.2. A list with all emergency numbers is found on each bus.

5.3. If the driver is able to, it is his/her responsibility to assess the situation and call for emergency assistance if necessary. He/she then needs to contact the school and/or Mr Thomas Franken (083 252 3799).

Mr Franken will keep up to date with the driver and coordinate communication with the office and parents if necessary.

