

Beerwah State High School

Bus Travel Policy

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*Procedures for entering/exiting
the school safely*



Beerwah State High School

Objective:

The aim of this Bus Travel policy and outline of how students should enter and exit the school is to ensure that students depart and access the buses and the school in a safe manner

Arrival of buses in the morning/students entering school grounds - Procedure:

As the various buses arrive at school at their scheduled times students are expected to disembark from the bus and enter the school via the front gate in a safe and orderly manner.

1. Students are not to leave the school precinct and go up town or to the pool shop.
2. Students are to make their way into the school grounds and be prepared to be at their roll marking classroom/parade by the required time of 8.55am each morning.
3. All students, once they arrive at school, no matter what means of transport, should enter the school grounds immediately and not congregate in the out of bounds area at the front of the school. Students are not to loiter in the bus shelter.
4. Students who travel to school by push bike/scooter/skateboard are required to enter the school via the entrance gate closest to the pool complex. Students must use the pathway and must dismount and walk their bike/scooter to the enclosure
5. Once at the enclosure students are meant to individually lock/secure their bike/scooter with a personal lock and chain.
6. Students are NOT to enter the school riding bikes/scooters or walking via the vehicular access road. Use pathways and/or designated transit routes and gates. Follow teacher direction at all times.

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Arrival/departure of buses in the afternoon - Procedure:

Upon the bell at 2.45pm students will be dismissed from class and those catching buses are expected to make their way to the bus collection area/main gate in a safe and orderly manner.

1. All students catching buses, no matter what time the arrival of the bus, are expected to stay within the school grounds, behind the main gates, until the bus arrives and is parked and stationary
2. Do not obscure the gate/entrance way as this needs to be kept clear for members of the public who may be entering/exiting the school for various reasons.
3. Once the bus is parked and stationary, only then are students able to exit the gates to line up to board the bus in a safe and orderly manner.
4. There is a yellow safety line painted on the footpath and all students need to remain behind this until bus doors open and they are able to board the bus.

Students not catching buses are asked to leave the school grounds via the other exit routes and gates.

Students walking home or walking up town to catch a train should leave the school via the pedestrian gate at the front of the school or exit via D Staffroom gate and make their way to their destination being mindful of crossing roads in a safe manner. Students are not to walk through the car park areas within the school.

Students being picked up by cars are asked to leave the school via the pedestrian gate at the front of the school or exit via D Staffroom gate and safely cross the bus access road to the car park area. Students need to be aware of road safety as cars are moving in and out of the car park collecting students.

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Responsibilities:

Teaching Staff on PGD

1. Staff are rostered onto PGD at the front gate and also at the pedestrian/vehicular entrance gate
2. Staff should ensure they are directing students to remain behind the entrance gates and within the school grounds until buses have arrived and safely parked in allocated bus bays. Only then are students able to exit the school grounds to safely line up behind yellow line to enter bus.
3. Staff are to direct students who are not catching buses to leave via the appropriate pedestrian gates closest to the pool or to staffroom D
4. Staff who are rostered onto the gate area closest to the pool need to direct students NOT to exit the school via the vehicular road way.
5. Staff are required to make a note of students who fail to comply with this policy and teacher direction and to pass this on to relevant BM personnel. Consequences will be applied as per the schools Responsible Behaviour Plan for Students.

Failure to comply with this policy is a severe breach of the school's safety guidelines in relation to Positive Behaviours for Learning (PBL) and the Schools Responsible Behaviour plan for Students.