

**SWANMORE COLLEGE**  
**BUS CODE OF CONDUCT**

Everyone has the right to travel without being abused or intimidated in any way

**Pupils have responsibility for:**

- ✓ Ensuring their bus pass is with them at all times
- ✓ Organising a replacement should they lose their bus pass
- ✓ Queuing up and boarding the bus sensibly
- ✓ Once on the bus, finding a seat and sitting down quickly
- ✓ Wearing a seat belt when one is available
- ✓ Not attempting to distract the bus driver
- ✓ Remaining seated whilst the bus is travelling
- ✓ Being respectful to each other, the bus driver and fellow passengers
- ✓ Chatting quietly with others near by
- ✓ Not using bad language
- ✓ NOT leaning out of the windows
- ✓ Being respectful to the driver and bus property

**Parents/Carers have responsibility for:**

- ✓ Ensuring pupils are fully aware of and understand their responsibilities.
- ✓ Making sure pupils have a bus pass
- ✓ Reminding pupils of the importance of wearing a seatbelt when one is available
- ✓ Supporting Swanmore College with complaints regarding poor behaviour on the buses. The College will deal with any complaints in the same way as poor behaviour whilst at the College.

**Poor behaviour whilst travelling to and from the College could result in:-**

- ✓ Pupils receiving a verbal warning
- ✓ Pupils receiving a written warning
- ✓ Pupils being temporarily excluded from travelling on the bus
- ✓ Pupils being permanently excluded from travelling on the bus