

This policy has been written by the school, building on national best practice, East Renfrewshire Council and Education Scotland guidelines.



Convention on the Rights of the Child

Article 19: Children have the right to be protected from being hurt and mistreated, in body or mind.

Article 29: Children's education should develop each child's personality, talents and abilities to the fullest. It should encourage children to respect others' human rights and their own and other cultures.

Article 31: Children have the right to play and rest

Rationale

The purpose of this policy is to ensure all children travel safely on school buses.

In Our Lady of the Missions we pride ourselves on the outstanding ethos of the school. Our policy is based on respect and high expectations.

Aims

Our ultimate aim is for each child to travel safely to and from school.

Strathclyde Partnership for Transport:

- Ensure all bus drivers have appropriate PVG
- Undertake twice annual checks in place to ensure the correct children are travelling by bus
- Ensure regular compliance checks
- Hold emergency contact details if parents give permission for contact details to be shared

Procedure

- Parents/carers are responsible for ensuring children go on school bus safely
- Pupils are responsible for putting on seat belts
- Drivers give time for all seat belts to be correctly fastened
- Protocol in place for any pupils who may need support with putting on seat belt

When pupils arrive at Our Lady of the Missions by school bus:

- They are met by a member of school staff
- Pupils in Primary 1 – Primary 3 are accompanied to their stage gate by a member of school staff

When travelling home by school bus:

- Pupils are collected from classes by a member of school staff
- Register taken by a member of school staff
- Pupils escorted to bus by a member of school staff
- P1 - P3 Pupils are given coloured badges to indicate bus number/name

Emergency Situations

- If bus is delayed, the driver contacts the school who then alerts parents via group call
- In the event of an accident/break down all pupils remain on the bus until a replacement bus arrives or other safe arrangements have been made
- In the unlikely event of a missing child, parents should alert the school office by telephone and the bus driver call their line manager/bus depot for advice. If a child remains missing after these calls, the school will follow missing child protocols and parents are advised to call 999 to report the child as missing.
- If an adult is not at the bus stop to collect a child the driver is not permitted to allow the child off of the bus, child will remain on the bus and taken to the bus depo for parent/carer to be contacted

Bus Charter

Our [Bus Charter](#) ensures children are safe when travelling by bus. It clearly outlines the responsibility of both the adults and the pupils

School Contact Details

Our Lady of the Missions Primary School
Robslee Road
Thornliebank
G46 7DD
01414 570 7280
schoolmail@ourladymissions.e-renfrew.sch.uk