

Rangiora High School

East Belt, Rangiora 7400
Telephone: 03 3118888
Email: admin@rangiorahigh.school.nz
www.rangiorahigh.school.nz



BUS RULES

Please read and return signed slip to RHS Office or email to admin@rangiorahigh.school.nz

Dear Parents/Caregivers,

School buses are provided by the Ministry of Education to transport eligible children between home and school. To meet the Ministry of Education eligibility requirement students must reside at least 4.8 km from Rangiora High School, have Rangiora High School as their nearest school (i.e. not the school of your choice) or be resident in the area of the Rangiora High School TEZ (Transport Entitled Zone).

We would appreciate if you could read the following bus rules and discuss them with your child/children to ensure they understand that with the privilege of bus travel also comes responsibilities.

At the start of each year new bus students should wait at a usual school bus stop near their home (or stand on the side of the road and flag down the bus). Your Rangiora High School uniform is your "ticket" to board the bus. Your driver will welcome you and advise you of the location of the normal bus stop.

Bus Rules:

1. All students travelling on school buses must agree to and abide by all school rules when travelling to or from school.
2. Students will walk to and step onto the bus when it arrives. The student Bus Wardens will have the responsibility to mark bus rolls accurately as students get on the bus. Student rolls will then be checked by duty staff.
3. Students are not permitted to board or leave from a moving bus.
4. Students must always board or leave the bus by the passenger door. The door on the driver's side must not be used except in cases of emergency.
5. Students are not permitted to stand in front of or at the side of the driver in such a manner as to interfere with the driver's vision or control of the vehicle.
6. Students must stay seated if there are seats available (seated means on the student's posterior facing forward). If standing in the aisle students must stay stationary at all times.
7. Upon leaving the bus, students must wait on the side of the road until the vehicle has moved off (at least two telegraph poles in distance) so that they may have a clear view of the road before crossing.
8. When parents driving cars are meeting students, they should, if possible, wait on the side of the road on which the bus stops, to avoid the hazards involved in students crossing the road.
9. Students must keep well clear of the bus when it is being turned or reversed. Whenever possible, students should board the bus before it is turned or reversed.
10. In the event of a breakdown where children must leave the bus (e.g. punctured tyre necessitating wheel change), they must stand clear of the bus and off the road. Where visibility is restricted, senior students/Bus Wardens will be posted to warn others.
11. Except in an emergency, students must not leave the bus between their homes and their school without permission from the bus co-ordinator or Relationship Manager.

12. Only personal belongings required by students for school use should be carried on buses.
13. Food or drink consumption is not permitted while travelling on the bus (unless permitted by the driver).
14. Where misbehaviour occurs there will be consequences for the students involved. These range from a warning; school detention to the withdrawal of the privilege of bus travel for a length of time in which case home contact will be made.
15. Students wishing to travel on a bus other than their normal one (or get off at a stop other than their usual one) must bring a note from a parent/caregiver. The note needs to be shown to the bus duty staff member. Please ensure your full name is written onto the bottom of the bus roll sheet.
16. Students are reminded that the driver is in charge of the bus. When students are misbehaving, Ministry of Education guidelines empower a driver to:
 - a) warn students;
 - b) inform teaching staff of the misbehaviour;
 - c) stop the bus and not continue the journey until there is order;
 - d) refuse to take the student on the days following the misconduct and until the school has taken disciplinary action.
 A driver may not put the student off the bus during the journey.
17. To meet the requirements of the Workplace Safety Act students should place their bags in the racks (where possible) or on their knees. The bus aisle must be kept clear of all bags and the bus floors free of all foreign objects.
18. Students must NOT tamper with or graffiti any part of the bus. Any damage to buses caused by students (either individuals or groups) will see reparation sought from parents/whānau/caregivers.
19. In accordance with the Ministry of Education Bus Transport requirements there are students appointed to the position of Bus Wardens to assist the driver and the school administration with the smooth and safe running of the bus transport system. These students are there to help and their advice must be adhered to at all times.

The Bus Co-ordinator is Mr P Steyn, and Mr P Donnelly, Associate Principal has Bus Transport oversight.

Petrus Steyn
Bus Coordinator

Paul Donnelly
Associate Principal



Name of Student: _____ Student No: _____

I have read the School Bus Rules and agree to assist the school in making sure they are observed.

Signatures: _____ Date: _____
 Parent / Caregiver *Student*

Primary Bus Route: _____ (Refer to RHS website for bus routes:
<http://www.rangiorahigh.school.nz/About-our-School/Bus-Routes-Times/Bus-Routes-Times-1.7273>)

Secondary Bus Route: _____ Reason: _____

Ineligible students may, at the discretion of the school, travel at times on school buses. The school reserves the right to allow this depending on bus student numbers and prior approval being attained.

For Office use:

Eligible for School Bus <input type="checkbox"/>	Entered into Kamar <input type="checkbox"/>	Added to Bus Roll <input type="checkbox"/>
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