Rangiora High School

Student Bus Rules & Agreement

East Belt, Rangiora 7400 | Phone: 03 311 8888 | Email: admin@rangiorahigh.school.nz

1. Welcome & Bus Eligibility

The Ministry of Education provides bus transport for students who live at least 4.8 km from Rangiora High School, reside within our Transport Eligibility Zone (TEZ), and have Rangiora High School as their nearest school. If space permits, ineligible students may be granted permission to ride at the school's discretion.

Your Uniform is Your Ticket: Students must be in full Rangiora High School uniform while waiting for and travelling on the bus.

2. Getting On & Off the Bus Safely

- **At the Bus Stop:** Wait safely at your designated stop. New students should stand on the roadside and clearly flag down the driver.
- **Boarding:** Walk calmly onto the bus when it arrives. Always enter through the front passenger door. The driver's door is for emergencies only.
- **Moving Bus:** Never attempt to board or leave a moving bus.
- **Bus Rolls:** Student Bus Wardens will mark the bus roll as you board in the afternoon. Duty staff will verify all rolls.
- **Crossing the Road:** When getting off, wait on the side of the road until the bus has driven far away (at least two power poles / 50 metres) so you have a clear view of traffic before crossing.
- **Parent Pick-Up:** Parents picking up students by car should wait on the same side of the road as the bus stop to avoid students crossing traffic.
- **Turning Vehicles:** Stay well clear of any bus that is turning or reversing. Where possible, board before the bus turns.

3. Safety & Rules While Travelling

- **Seating & Aisles:** If seats are available, sit down immediately, facing forward. Keep the aisle completely clear of bags and objects (to comply with Workplace Safety requirements). Place bags in the racks or on your lap.
- **Standing:** If you must stand in the aisle, remain stationary and hold on securely at all times.
- **Driver Focus:** Never stand next to or in front of the driver, or do anything to block their vision or controls.
- **No Food & Drink:** No food or drink may be consumed on the bus at any time.
- **No Smoking or Vaping:** Smoking and vaping are strictly prohibited at all times.

- **Breakdowns or Emergencies:** If the bus breaks down, stay well off the road in a safe location. Follow instructions from the driver and Bus Wardens.
- **Staying on Board:** You must not leave the bus between home and school without prior permission from the Bus Coordinator or Relationship Manager.

4. Respect, Behaviour & Property

All standard school rules apply while travelling on the bus. Every student deserves a safe, quiet, and comfortable journey. Riding the school bus is a privilege.

- **Respect Others:** Treat the driver, Bus Wardens, and fellow passengers with respect. Pushing, physical or verbal abuse, foul language, and loud music are prohibited.
- **Bus Wardens:** Senior students are appointed as Bus Wardens to assist the driver and help keep everyone safe. Their instructions must be followed.
- **Care for the Bus:** Do not damage or graffiti any part of the bus. Parents/whānau will be charged for any damage caused by students.
- **Belongings:** Carry only items needed for school. Take care of your personal belongings and respect the property of others.

5. Route Changes & Guest Passengers

- **Different Bus or Stop:** If you need to take a different bus or get off at a different stop, bring a signed note from your parent/caregiver and present it to the bus duty staff member. Ensure your full name is written on the bus roll sheet.
- **Guest Passengers:** Students not normally assigned to a bus may not travel without prior approval from both a parent/caregiver and the Bus Coordinator.

6. Driver Authority & Behaviour Consequences

The driver is in charge of the bus to ensure everyone's safety. Ministry of Education guidelines empower drivers to:

1. Warn students about misbehaviour.
2. Report misbehaviour to school staff.
3. Stop the bus safely and wait until order is restored before continuing.
4. Refuse transport on following days until the school takes disciplinary action. *(Note: Drivers will never drop off a student mid-journey.)*

School consequences for misbehaviour range from warnings to the temporary or permanent withdrawal of bus travel privileges (with parent contact).

Bus Coordinator: Petrus Steyn STP@rangiorahigh.school.nz
Bus oversight: David Lowe, Business Manager LWD@rangiorahigh.school.nz

Student & Parent/Caregiver Bus Agreement

Please complete this slip and return it to the RHS Office or email a scanned copy to ***admin@rangiorahigh.school.nz****.*

Student Full Name:	**Student Number:**
Primary Bus Route:	**Secondary Bus Route (if applicable):**
	Reason:

Agreement: I have read the Rangiora High School Bus Rules and agree to follow them to ensure safe and respectful travel for everyone.

Parent / Caregiver Signature:	**Student Signature:**	**Date:**

For Office Use Only

[ ] Eligible for School Bus	[ ] Entered into KAMAR	[ ] Added to Bus Roll