

Michaelchurch Escley Primary School and Preschool



School Transport Agreement

Date Reviewed:	Sept 2024
Reviewed by:	Staff
Agreement to be reviewed by:	Sept 2025

Michaelchurch Escley Primary and Preschool School Transport Agreement

The purpose of this agreement is to ensure the safest journey is afforded to all pupils, drivers and other road users. From this agreement each involved party should understand their obligations to ensure that this happens.

General Agreements:

- Payment for the school bus must be received in full at the beginning of each term for a place to be secure.
- No refunds will be given for sickness, term-time holidays, club attendance or any other absence from school.
 - All pupils must use the seatbelts provided and must not share seats. Only Year 5 and 6 pupils are permitted to sit in the front seats.
- For certain reasons throughout the year e.g. School trips, the school bus may not be able to run. Though this is unlikely to happen often, in these cases parents will need to provide their own transport for their children and no refunds will be given.
- There are to be no electrical devices used on the bus unless this has been previously agreed with the Head teacher for specific reasons.
 - If the bus is unable to run due to other circumstances such as adverse weather conditions or a break down then all parents will be notified by the bus driver/school office as soon as possible. Parents will then have to provide their own transport and no refund will be given.

Provision of Transport for pupils with Special Educational Needs:

- Each individual pupil's special educational needs, as detailed in a formal Statement or Education, Health & Care Plan (EHCP) will be taken into account at the time of assessment for transport.
- In the event that there is a risk to health and safety of staff or pupils using the transport from the misbehaviour of a pupil, access to school transport may be suspended and in serious cases permanently withdrawn as set out in this agreement. When considering suspension or withdrawal of provision regard will be given to the extent to which the child's needs has impacted on their behaviour and what steps can be taken to ensure it is not repeated.

The School agrees that they will:

- Provide transport that meets all legal requirements and ensure that our drivers and vehicles comply with all applicable transport health and safety regulations.
- Provide a driver training programme to continually improve the service we

provide.

- Provide advice and information surrounding school transport on request.
 - Investigate fully any complaints from a Parent/Guardian.
 - Ensure all vehicles follow the route and timings agreed.
 - Ensure vehicles do not depart early from any bus stop.
- Ensure that pupils are picked up and set down only at recognised bus stops.
- Take any steps necessary to ensure that health and safety is a priority and if necessary, may withdraw the provision of transport for any pupil who compromises the safety of themselves, the driver, any other passenger or any other road user.

The Parent/Guardian agrees that they will:

- Ensure that their child is ready to be picked up at the relevant bus stop at the time specified and acknowledge and agree that if the child is not ready then the driver will be under no obligation to wait.
 - Ensure their child understand the rules of the bus including that seatbelts must be worn at all times.
 - Ensure that their child understands that they must never distract the driver and be aware that in the event of misbehaviour the transport provision may be withdrawn immediately.
- Ensure that their child understands that they must accept the authority of the bus driver without question.
 - Ensure that if their child experiences any problems on board, such as bullying, that they must report this so that steps can be taken as soon as possible to rectify the situation.
 - Agree that if the behaviour of their child endangers themselves or others then this may lead to the travel provision being withdrawn, either temporarily or permanently.