

CODE OF GOOD CONDUCT

FOR STUDENTS TRAVELLING TO MAINSTREAM SCHOOLS & COLLEGES



BEDFORD
BOROUGH COUNCIL

Travelling on 'Home to School' transport should be a safe and pleasant experience for everyone. Students are required to adhere to this Code of Good Conduct; students in breach of the Code are liable to receive a sanction. Sanctions vary, dependent on the nature and severity of the incident they can include a warning, a temporary ban or the removal of the students right to travel.

Reported incidents of misconduct are investigated jointly by Bedford Borough Council, the school and the transport operator. Where a ban from transport is enforced, it is the parent/carer's responsibility to ensure a student's continued attendance at school.

The following is a guide to good behaviour; the guide should not be considered exhaustive.

- Arrive at the designated bus stop at least 5 minutes before the scheduled departure and behave appropriately whilst waiting.
- Wait until the bus stops before trying to board or alight the vehicle.
- You must have your bus pass ready to show the driver each time you travel.
- Be polite and courteous to the driver and treat other passengers with respect.
- Whilst travelling remain seated at all times, wear a seatbelt if one is available, do not stand on stairways or the platform and do not obstruct others.
- Store your belongings in a safe place – do not block the gangway.
- Comply with safety instructions given by the driver and/or passenger assistant.
- Do not distract the driver.
- Do not tamper with emergency exits or windows.
- Do not throw things around or out of the bus.
- Smoking (including e-cigarettes/vapes), eating or drinking are not permitted.
- Bullying, vandalism, bad language and unruly behaviour will not be tolerated and could lead to the removal of your right to transport.
- Leave the bus clean and tidy and ensure you have all your belongings.
- Report any issues that you witness to the driver / passenger assistant or member of school / college staff
- Bedford Borough Council reserves the right to issue warnings and/or bans to students whose behaviour is deemed to put themselves/others at risk or cause offence.

DECLARATION

I confirm I have read, understood and agree to abide by/support the Council's Code of Good Conduct. I also understand that the Council has a zero tolerance on bullying and any breach of the Code may result in a sanction being issued.

STUDENTS NAME:	SIGNED (Student):
PARENT/CARER NAME:	SIGNED (Parent/Carer):
SCHOOL ATTENDED:	STUDENT Date of Birth:
DATE:	

Signed declarations should be either;
Scanned and Emailed to: Mainstream.Transport@bedford.gov.uk

or posted to: FREEPOST RSGB-JBTC-BYCC, Transport Operations, Bedford Borough Council
Borough Hall, MK42 9AP

BREACHES OF THE CODE OF GOOD CONDUCT

FOR STUDENTS TRAVELLING TO MAINSTREAM SCHOOLS & COLLEGES



Incidents of misconduct are investigated jointly by the Council, the school & the transport operator.

The Council separates incidents of misconduct into 3 categories, dependent on their nature and severity. The categories are listed below together with some examples of misconduct; the lists should not be considered exhaustive.

CATEGORIES OF MISCONDUCT

1. Unacceptable Behaviour

- Failure to show a valid bus pass to the driver.
- Eating or drinking on the bus (unless permission has been given).
- Smoking (including e-cigarettes/vapes)
- Using offensive language.
- Disobeying an instruction given by the driver and/or passenger assistant.
- Littering the vehicle or any form of vandalism to property.

2. Dangerous Behaviour

- Refusing to remain seated whilst the vehicle is in motion.
- Distracting the driver with persistent noise.
- Inappropriate use of the stop bell.
- Bullying, threatening or verbally harassing passengers or members of the public.
- Not wearing safety belt, where provided
- Pushing or shoving when boarding or exiting the bus

3. Life-threatening, Dangerous & Destructive Behaviour

- Throwing objects that could cause potential harm or damage.
- Damage or serious vandalism to the bus (seats, windows, seatbelts etc).
- Physically attacking the driver or other passengers.
- Lighting a fire on the bus, including inappropriate use of aerosols.
- Interfering with the mechanical operation of the bus.
- Intentionally reckless actions.
- Repeated occurrences of 'Category 2 – Dangerous Behaviour'

N.B. Where the operator wishes to pursue costs for damage incurred; the parent/carer would be liable.

STUDENTS FAILING TO ADHERE TO THE CODE OF GOOD CONDUCT WILL BE ISSUED A SANCTION.

EXAMPLES OF SANCTIONS THAT MAY BE ISSUED AT THE DISCRETION OF BEDFORD BOROUGH COUNCIL.

• Written Warning	• Three Day Ban
• One Week Ban	• One Month Ban
• One Term Ban	• Permanent Ban

**N.B the school may also elect to directly enforce a sanction via an alternative method,
i.e. detention, isolation or exclusion**