

## BUS TRAVEL BETWEEN CAMPUSES 2019

### Information Sheet

Thank you for your enquiry regarding the College bus service between the College campuses only.

There are limited places available to transport students between campuses both before and after school. Students can be transported from the Senior Campus at Henderson Road to the Junior Campus on Rogers Parade West in the morning and in the afternoon students may travel from the Junior Campus to the Senior Campus and also the Senior Campus to the Junior Campus. The students who are booked for this service would need to depart the bus at Henderson Road in the afternoon to allow for the students who have booked from that campus for the full bus journey. The cost of this service is \$1 per child per journey. All charges, which are made according to your booking, will be made at the beginning each term on your term fee statement.

Please note the timetable below for Departure times from the campuses:

Depart Rogers Parade West Campus	7:55am	Arrive Henderson Road Campus	8.05am
Depart Henderson Road Campus	8:10am	Arrive Rogers Parade West Campus	8:18am
Departs Rogers Parade West Campus	8.18am	Arrives Henderson Road Campus	8.25am
Depart Rogers Parade West Campus	3:02pm	Arrive Henderson Road Campus	3:10pm
Depart Henderson Road Campus	3:05pm	Arrive Rogers Parade West Campus	3.15pm

Please direct all enquiries to and return this form to:

Mrs Bernadette Macnaught  
Prince of Peace Lutheran College  
20 Rogers Parade West  
Everton Hills Qld 4053

Phone 07 3872 5775

[Bus@princeofpeace.qld.edu.au](mailto:Bus@princeofpeace.qld.edu.au)

**College Administration:** 25 Henderson Road Everton Hills QLD 4053  
**P:** 07 3872 5600 **F:** 07 3872 5783 **E:** school@princeofpeace.qld.edu.au **W:**

# COLLEGE BUS TRANSPORTATION BETWEEN CAMPUSES

## 2019 APPLICATION FORM

Parent's Name: \_\_\_\_\_

Parent's Address: \_\_\_\_\_

\_\_\_\_\_  
Postcode: \_\_\_\_\_

Parent's Phone: \_\_\_\_\_(Home) \_\_\_\_\_(Mob)

Student Names: \_\_\_\_\_ 2018 Year Level \_\_\_\_\_

\_\_\_\_\_ 2018 Year Level \_\_\_\_\_

\_\_\_\_\_ 2018 Year Level \_\_\_\_\_

Please tick your required departure point and time

Depart Rogers Parade West Campus	7.55am	
Depart Henderson Road Campus	8:10am	
Depart Rogers Parade West Campus	8.18am	
Depart Rogers Parade West Campus	3:02pm	
Depart Henderson Road Campus	3.05pm	

Please indicate basis of use:

Mornings -  Mon  Tues  Wed  Thurs  Fri

Afternoons -  Mon  Tues  Wed  Thurs  Fri

All students and parents must sign a Code of Conduct prior to commencing use of the College bus service.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please note:** Bookings are taken in the order of receipt of relevant paperwork and that there are a limited number of places available.

## **PRINCE OF PEACE LUTHERAN COLLEGE BUS STUDENT CODE OF CONDUCT**

### **STUDENT OBLIGATIONS**

1. While at bus stop and/or station wait quietly and behave in an orderly manner when disembarking / boarding.
2. Driver's instructions must be followed at all times.
3. Seatbelts must be worn at all times when on the bus.
4. Do not stand at any time.
5. Move to the back of the bus if you are not getting off at the first stop.
6. Act safely and have respect for other passengers and property.
7. Keep school bags off seats by stowing them in the parcel rack or under the seat.
8. Travelling on the College Bus is deemed a privilege, not a right.
9. Students are to remain seated on the bus until they are at their destination and the bus has come to a complete standstill.

### **UNACCEPTABLE BEHAVIOUR**

1. Dangerous behaviour such as pushing and shoving at the bus stop while waiting and especially as the bus approaches.
2. Eating or drinking on the bus.
3. Having any part of your body outside the bus.
4. Resting feet on seats or any action that will mark or damage any part of the bus.
5. Fighting, yelling, kicking, spitting, hitting, swearing or any other offensive action that causes discomfort for other passengers or distracts the driver's attention.
6. Throwing or spreading any item around inside the bus or out of the window.
7. Any inappropriate behaviour that places the reputation of the College in jeopardy.

### **WHEN A STUDENT MISBEHAVES**

#### **Step 1**

- A. The driver will speak to the student about improving their behaviour.
- B. The driver may require the student to move to a seat where behaviour can be monitored.
- C. When incidents of misbehaviour occur the driver will record details such as dates, student's name, actions, times, year and home class teacher's name.

### **SHOULD BEHAVIOUR NOT IMPROVE**

#### **Step 2**

- A. The driver will advise the student that their continuing misbehaviour is being reported to the Head of Campus.
- B. The driver will collect records and details of misbehaviour incidents and complete a Discipline Slip and hand to the relevant Head of Campus as soon as practicable.

### **SHOULD MISBEHAVIOUR CONTINUE**

#### **Step 3**

- A. The driver may require the student to attend a meeting with the [Head of Campus](#). It may be necessary for the parents or guardians to also attend such a meeting.
- B. The College may refuse to carry the student on the College bus for a period which will reflect the seriousness of the misbehaviour.

I, \_\_\_\_\_

**agree to abide by the Student Code of Conduct when travelling on the College Bus.**

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**Student signature and date**

**Parent Signature and date**