



# *The* HENRY BEAUFORT *School*

## **Behaviour Code of Conduct on school buses**

The department of Education expects each school to promote appropriate standards of behaviour by pupils on their journey to and from school through rewarding positive behaviour and using sanctions to address poor behaviour. The EIA 2006 empowers headteachers to take action to address unacceptable behaviour even when this takes place outside the school premises and when pupils are not under the legal control of the school, but when it is reasonable to do so. This would include behaviour on school buses, or otherwise on the route to and from school, whether or not the pupils are in school uniform.

**Please be aware that many bus operators monitor the behaviour of passengers using CCTV. CCTV footage may be consulted as evidence if it is alleged that the code of conduct has been breached.**

A number of local authorities have adopted a policy of withdrawing transport, either for a temporary period, or permanently for more serious or repeated cases of misbehaviour. Equally, the behaviour of pupils outside school can be considered as grounds for exclusion. In order to eliminate poor behaviour from our pupils The Henry Beaufort School has created a code of conduct for all pupils when using transport to or from school.

## **Categories of breaches in behaviour on home to school transport**

To promote consistency in responding to behaviour problems, the following categories have been identified. These are not exhaustive

### **(1) Nuisance and offensive behaviour**

(Includes behaviour that is irritating and unpleasant but not dangerous)

- Failing or refusing to show a bus pass when boarding
- Eating or Drinking on the school bus
- Smoking on the bus (smoking is illegal)
- Using offensive language

Initially the driver of the vehicle will deal with these types of incidents informally. If the incident is more serious, the driver will complete an incident report; it is expected that most drivers will be able to handle such situations. The incident report will be provided to the school

### **(2) Dangerous behaviour/destructive behaviour**

- Distracting the driver verbally or with threatening behaviour
- Harassing and bullying other passengers
- Throwing objects inside the bus which has the potential to cause harm and/or damage
- Preventing others from getting on or off the bus
- Standing, jumping or running up and down the aisles
- Refusing to wear a seatbelt when these are provided.

The driver should stop the vehicle and warn the passengers about their behaviour. If this behaviour continues and it would be hazardous to continue the journey, for instance, in extreme cases, the police would be called. In all such instances, the driver, upon arrival at the school, will report this to a senior member of staff at the school. This would also be reported to the operating company and an incident report would be provided to the School. See warning process. Where incidents occur on the homeward journey, the incident report would be submitted to the school the following day, and the matter again, would be reported to a senior member of staff at the school.



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### **(3) Highly dangerous/destructive behaviour**

- Physically attacking the driver or other passengers
- Marking or damaging the bus or other property
- Throwing objects out of the window which has the potential to cause harm and/or damage.
- Repeated instances of dangerous or nuisance behaviour
- Interfering with emergency exits, doors or windows
- Threatening other users with an offensive weapon

It is highly likely that any breach in this section would result in an immediate and/or permanent ban and the involvement of the police. In the first instance the driver will deal with the situation by reporting to a member of the schools' senior staff and completing an incident form. The Henry Beaufort School and operators would press for the prosecution of anyone involved in such incidents.

In addition, such incidents would be considered a part of the behaviour policy of the school.

### **Warning Process**

Please note that one or more of the stages of the process below may be bypassed dependant upon the nature of the initial or subsequent incident of poor/highly dangerous behaviour.

The stages are as follows:

**Stage 1: Driver deals with initial problem-No further action. If more serious, an incident report would be completed and given to the school.**

**Stage 2: Driver reports incident to company Operator who then liaises with the school, following completion of an incident report. The school will need to make a judgement as to whether to notify the parent or carer.**

**Stage 3: Second nuisance incident, which becomes more serious, Operator liaises with School, following completion of an incident report. Letter sent to parent.**

**Stage 4: Further or more serious incident Operator liaises with School, following completion of an incident report. Second Letter sent to parent.**

**Stage 5: Subsequent incident The Henry Beaufort School to ban pupil from transport, for example for one week. The letter to the parent explains that the child is no longer permitted to travel on the vehicle and that they should make alternative arrangements for travel to school.**

**Stage 6: Dangerous or more repeated incidents The Henry Beaufort School would consider a permanent ban or alternative action. The letter to the parent explains that the child is no longer permitted to travel on the vehicle and that they should make alternative arrangements for travel to school.**

The latter stages above are provided as a deterrent and it would be hoped that they would only rarely need to be invoked. At all stages, with the exception of the first