



## School Bus Discipline Policy

Academic Year 2026 – 2027

### 1. Purpose

This policy establishes clear expectations for student behaviour on Belvedere's buses, ensuring safety, respect, and adherence to ADEK regulations.

### 2. Scope

Applicable to all students utilising BBS-provided transportation services, including daily commutes and school-organised trips.

### 3. Student Responsibilities

Students must:

- Treat the bus as an extension of the school environment, adhering to the school's code of conduct.
- Follow instructions from the bus driver and supervisor promptly.
- Remain seated with seatbelts fastened throughout the journey.
- Keep aisles clear and refrain from distracting behaviours.
- Respect fellow passengers and school property.
- Refrain from eating, drinking, or using inappropriate language on the bus.

### 4. Parental Responsibilities

Parents are expected to:

- Ensure timely arrival at designated pick-up and drop-off points.
- Inform the school of any changes in transportation arrangements.
- Submit written consent if an older sibling (15 years or older) is to receive a younger student (Grade 1 and above) at drop-off points, acknowledging that the school is not liable for incidents arising from this arrangement.
- Communicate any concerns regarding transportation promptly to the school's transport coordinator.

### 5. Bus Supervisor and Driver Responsibilities

Supervisors and drivers:

- Undergo training on bus and pedestrian safety in accordance with ADEK guidelines.
- Ensure students board and disembark safely at designated points.
- Verify that a parent or authorised adult is present to receive students under the age of 11 at drop-off points. If absent, notify the school and return the student to school after completing the route.
- Report any behavioural incidents to the school administration promptly.

## 6. Behavioural Infractions and Consequences

Typical infractions include:

- Disruptive behaviour or refusal to follow instructions.
- Vandalism or damage to the bus.
- Bullying or harassment of other passengers.
- Repeated tardiness at pick-up or drop-off points.

Consequences:

- **First Offence:** Verbal warning and notification to parents.
- **Second Offence:** Written warning and meeting with parents.
- **Third Offence:** Suspension from bus services for a specified period.
- **Severe Infractions:** Immediate suspension or permanent removal from bus services, depending on the severity. Parents are informed, and a meeting is arranged.

## 7. Monitoring and Reporting

- All school buses are equipped with GPS tracking and video surveillance to monitor student behaviour and ensure safety.
- Incident reports are maintained and reviewed regularly to identify patterns and implement corrective measures.

## 8. Communication

- The school will provide parents with information on bus routes, schedules, and this discipline policy at the start of each academic year.
- Regular updates and reminders will be communicated through official school channels.

## 9. Review and Compliance

- This policy is reviewed annually to ensure compliance with ADEK regulations and to incorporate feedback from stakeholders.
- Any amendments will be communicated to all parties in a timely manner.

By adhering to this policy, Belvedere British School aims to provide a safe and respectful transportation environment for all students, in line with ADEK's commitment to student welfare.

## Review and Approval

**Review Date:** June 2026

**Next Review Date:** June 2027

**Approved by:**

Principal

BBS Board of Governors

School Stamp