

Code of good practice for pupils – Bus/ rail transport



Please note: you should be well behaved at all times.

If you have a free pass, you should regard this as a privilege. If you make a nuisance of yourself or cause damage on a bus/ train you are likely to have your right to travel withdrawn. It will then be your parents' responsibility to make their own arrangements to ensure you get to school

Before your journey:

- Your parents should accompany you, as necessary to and from the bus/rail stop and ensure you are there in good time (at least 5 minutes before the scheduled pick-up/departure time)
- Wait in an orderly manner away from the road/track. When your bus/train has stopped to pick you up, board one at a time without pushing
- Always have your bus/train pass ready to show the driver/conductor. You could be refused travel or asked to pay a fare if you don't have one
- If your bus/train is late, wait at the stop for 30 minutes before contacting your parents, school or bus/train operator. Replacement buses should arrive within 30 minutes. If necessary you may need to catch the next scheduled train

Finally:

- Always follow the driver's/ conductor's instructions, especially in the event of an emergency or breakdown and report anything that concerns you to your school, parent or the Transport Coordination Service
- Don't forget...You are a representative of your school and are expected to treat your taxi with consideration and other passengers with courtesy
- If you move address please contact the Transport Coordination Service as below - please do not use the wrong pass for the bus you are boarding. The driver is entitled to refuse travel to unauthorised passengers

During your journey, remember

to:

Have respect for yourself

- Find a seat as soon as possible and remain seated, facing forward, wearing your seatbelt (where fitted) AT ALL TIMES
- Put your bags and equipment in the luggage rack or under your seat

Have respect for others

- Do not bully others, shout or use abusive or offensive language
- Do not distract the driver whilst they are driving

Take responsibility for your actions

- Do not eat, drink or smoke on the bus/ train
- Do not throw objects around or do anything which could damage to any part of the bus/ train. Your parents may be charged for any damage you have caused
- Do not operate doors under any circumstances, or ring the bell unless you want the bus/ train to stop
- CTV cameras are in use and drivers are instructed to report bad behaviour

After your journey:

- Remain seated until the bus/ train has come to a complete stop
- Take all your belongings with you (including litter!)
- Get off the bus/ train in an orderly manner, and cross the road after the bus/ train has moved off and it is clear
- Your parents should meet you at the drop-off point



**CORNWALL
COUNCIL**
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Transport Coordination Service:

Email: transport@cornwall.gov.uk

Call: 0300 1234 222



www.cornwall.gov.uk