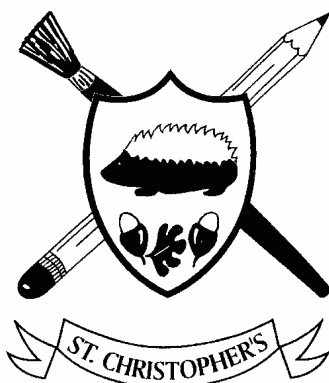


St Christopher's CE Primary School



Policy Statement and Guidelines

Bus & Transport Policy

Resources

(Reviewed by the Resources Committee)

BUS/TRANSPORT POLICY

Section One Home to School

- 1.1 The home to school transport policy is set by Oxfordshire County Council details can be found on the web, any query or concern should be addressed to:

Integrated Transport Unit,
Oxford Options Resource Centre,
Shotover Centre,
Craufurd Road,
Oxford.
OX4 2RA.
Tel: 01865 323993
Web Site: [www. Oxfordshire.gov.uk](http://www.Oxfordshire.gov.uk)
Funding for School Transport.

- 1.2 Severe Weather conditions: Updates will be made on the local radio stations with regard to closure of school due to the bus not running. Parents are also advised of school closure through the text system.
- 1.3 If the school has to close unexpected early then the parents will be advised, and transport arranged.

Section Two Internal Transport

- 2.1 Drivers have a duty of care and must make sure that appropriate child restraints/seats conform to regulations, are fitted correctly and used. A height measure chart is in reception.
- 2.2 Drivers must complete the Volunteer Driver Declaration form (VDD form available from the school office) and are responsible to make sure adequate insurance is in place
- 2.3 Copy of valid driving license to be taken by the school and copy kept in the school office.
- 2.4 Drivers must be aware of compliance with first aid policy and are responsible to ensure they carry a complete first aid kit; these can be obtained from the school.

Section Three External Transport

- 3.1 Risk Assessment to be completed and held at school.
- 3.2 Coaches and buses must be hired from reputable companies holding the required Public Service Vehicle (PSV) operator's licence or permit and must be driven by competent qualified drivers.
- 3.3 Suitable provision for first aid must be made.