

BUS SERVICE AGREEMENT

AL SIRAAT COLLEGE INC

Association No. A0051356N
ABN 96 957 841 991

A registered independent school under the *Education Training and Reform Act 2006* (Vic)

A registered charity with the Australian Charities and Not-for-profits Commission

Version 3 – 20 May 2025



AL SIRAAT
COLLEGE



Section 1: Introduction

Al Siraat College offers a bus service for students from Year 3 to Year 12 to support families with school transportation. This service is subject to change or withdrawal at the College's discretion. The safety and wellbeing of all students travelling on the school bus is of the utmost importance. To ensure a safe and respectful environment for all passengers, the service is limited to older students who are better able to travel independently and responsibly.

Contact:

Please contact 9407 7000 between the hours of 8.00am and 4.30pm Monday to Thursday and between 8:00am and 2:30pm on Friday.

After hours contact 9407 7061 from 6.30am until 8.00am and from 4.30pm until 6.30pm.

PLEASE NOTE: DO NOT CONTACT THE DRIVER DIRECTLY

Safety:

Safely transporting students to and from the college is of paramount importance. Therefore, observation of the Student Behaviours on the bus is critical for the safety of all students. Failure to observe these rules will result in consequences outlined herein.

Video Cameras:

Video Cameras are used in school buses as means to deter vandalism and identify student activity that may pose a threat to other students and driver.

Section 2: Student Behaviour

Students are expected to exercise the highest standard of courtesy and behaviour while on the bus for reasons of safety and well-being of all passengers and the driver. The following rules apply:

- Students must remain seated at all times during transit and also wear their seat belts at all times.
- No objects are to be thrown in or out of the bus at any time.
- Noise levels from students are always to be of a safe and acceptable level. Shouting is not permitted.
- In keeping with our Islamic principles, students are NOT allowed to listen to music on the bus. Students using headphones / earphones must ensure that the sound is confined to them only.
- Students are not permitted to view inappropriate content on either their school or personal devices.



- Students must respect the bus and bus property. Parents will be responsible for the cost of repairs resulting from wilful damage to the bus by their child. In such cases, students will forfeit the use of the bus service until the damage has been invoiced and repairs completed.
- Students are not allowed to call out or signal to any person outside the bus at any time.
- Students will not bring food, or any other items prohibited at school, onto the bus.
- Students must remain seated in the seats allocated by the driver.
- All students must follow instructions given by the driver.
- Students must not use inappropriate language or verbally abuse anyone on or outside the bus.

Section 3: Bus Service

Pickup and Drop Off:

- A parent of a primary school aged student should be at the pickup/ drop off point to receive the child when they are dropped off by the bus. The driver will not be able to leave primary students at the stop without an adult being present. If there is no adult present, then the student will be returned to the College.
- The student should be ready and waiting at the designated stop at least 5 minutes before the allocated time-the bus driver will leave within 30 seconds if the student does not arrive. A small delay by each family adds significantly to the overall bus trip time and will result in the bus arriving late to school.
- Due to safety reasons, buses are restricted to set bus stops only

Payment of Fees:

- The College subsidises the bus service for parents and provides the service below the cost of running the service. It is essential that parents of students who use the bus pay all school fees (which includes the bus service fee) on time.
- Accounts that are overdue by more than 21 days will result in the termination of the bus service without notice.



Section 4: Consequences

LEVEL 1 Behaviours:

- Shouting/Yelling in the bus
- Calling out or signalling to any person outside the bus
- Inappropriate use of language
- Littering

WARNINGS → Two

CONSEQUENCES →

- Demerit
- Cleaning the bus
- Suspension from the Bus Service – 1 day
- If behaviour continues – move to L2
- Restorative Conversation (Junior Years)

LEVEL 2 Behaviours:

- Not following instructions of the bus driver
- Eating in the bus
- Not wearing seatbelts
- Inappropriate use of language consistently

WARNINGS → One

CONSEQUENCES →

- Suspension from the Bus Service for 2 days
- Removal from the Bus Service (for consistent behaviour)

LEVEL 3 Behaviours:

- Moving around in the bus
- Verbal abuse to students or the bus driver
- Violence
- Throwing things out of the bus
- Throwing things at the bus driver

WARNINGS → None

CONSEQUENCES →

- Suspension from the Bus Service for 5 days OR
- Removal from the Bus Service

Please Note: Certain inappropriate behaviours and actions, especially those that could endanger the safety of the driver and passengers, could result in immediate and permanent removal from the Bus Service.