



**SUNEDEN SPECIALIST SCHOOL  
BUS SERVICE POLICY  
INFORMATION FOR PARENTS**

Suneden Specialist School provides a bus service for students to and from school each day.

Each bus is staffed by a driver and a Bus Assistant.

Safety on the Suneden bus service is of paramount concern. Bus travel may not be a suitable option for students who are unsettled or disruptive on the bus and Suneden Specialist School is under no obligation to transport all students. Difficulties which arise will be documented and then communicated to families either via the Bus Coordinator or the Principal.



***Pick Up and Drop Off Times and Locations***



The bus service operates within a set geographical zone which is subject to change each year depending upon student numbers and demographics. Students living outside of the zone will be able to access the service from a designated pick-up or drop-off point.

Pick up and drop off times and locations will be decided at the beginning of the school year but are subject to change throughout the year.

The school cannot guarantee pick up points if a family moves house. The proximity of the new house to the bus route will need to be considered. Parents contemplating moving house may like to discuss this with the Bus Coordinator.

Scheduled times for pickup and drop off can only be approximate due to traffic conditions and other considerations such as student absences. Parents should allow a generous 10 minute timeframe on either side of the designated times for bus arrival.

If a student is not able to board the bus within 5 minutes of the bus arriving, the bus will need to continue its route in order to maintain its schedule.



Parents are expected to notify the school of any day to day changes of their child's use of the school bus e.g. due to illness or appointments. During school hours parents should contact the school directly by phone or email [admin@suneden.sa.edu.au](mailto:admin@suneden.sa.edu.au) . At other times, parents should make contact via the bus phone.

Changes to student's long term pick up or drop off may be able to be accommodated if they do not cause undue disruption to the set runs. Parents should provide as much notice as possible to increase the chance that the change can be accommodated.

Parents can make arrangements for a student to be dropped off at an unattended house. A signed consent from the parent/caregiver outlining the details of this arrangement must be obtained before this occurs. In such circumstances, the school advises that neither the school nor the Bus Assistant or driver can be held responsible for the student's safety after the student has left their supervision.



### **Secure Seating**



All students must wear a seat belt when travelling on the school bus. A harness or a 'hug me band' may be used to support students sitting safely, and seat belt guards may also be used where necessary. These will be supplied by the school and can only be used with a letter of permission from the student's doctor.

### **Medication**

Emergency medication such as Midazolam or an EpiPen must travel with the student at all times in a locked section of their school bag. All other student medication should be handed directly to the Bus Assistant.



Due to the difficulty associated with administering midazolam whilst travelling on the bus, bus assistants will not administer midazolam to a student who has a seizure.

An ambulance will be called after 3 mins / 5 mins or in accordance with the student's care plan.

Where an ambulance is called due to a prolonged seizure or any other medical emergency, the student will travel with the ambulance staff to the nearest hospital. Parents will be notified as soon as possible.

### **Other information**



Students may use mobile phones or ipods on the bus for the purpose of listening to music through headphones. Students must not use mobile phones to contact other students or to make any calls.

Eating is not permitted on the school buses however students may access water in a drink bottle at the discretion of the Bus Assistant.