

Alfredton School

Board of Trustees Policy

NAG 5



Driver Safety

OBJECTIVE

The safety and well-being of students and our staff is of prime concern to the school. In this respect we must run our bus service in an equitable and safe manner, whilst following all Ministry of Education and NZTA guidelines/legislation

PURPOSES

1. To establish the guidelines for driver safety in relation to our school buses
2. To provide a framework under which procedures can be developed
3. To provide a safe bus service for our students

RESPONSIBILITIES

The Board of Trustees will:

1. Ensure the policy is upheld within the school through regular reporting and monitoring

The Principal will:

1. Develop the necessary procedures to fulfill the requirements of this policy

PROCEDURES/GUIDELINES

1. The Board of Trustees requires all drivers to hold adequate licensing for the bus they have designated to drive
2. The Board of Trustees will provide all drivers with annual Professional Development (including first aid certificates when required)
3. The Board of Trustees requires all drivers to have up to date first aid certificates.
4. The Board of Trustees requires all drivers to meet the requirements of training, licensing and health, set out by the Ministry of Education and NZSTA
5. All Bus Drivers are members of the staff and therefore are governed by all school Policies and Procedures - particularly those that relate to Personnel and Health & Safety
6. All Bus Drivers must abide by the School's Code of Conduct for staff members
7. Bus Drivers should refer all concerns relating to their bus, bus route, students or parents initially to the Principal, then to the Board of Trustees if their concern has not been adequately addressed in a reasonable timeframe

CONCLUSION

The safety and welfare of pupils will continue to be of prime importance in any decision relating to buses, however the Board of Trustees recognises their responsibility as an employer to the Bus Drivers and will also ensure their safety and welfare is considered

This policy was adopted by the Alfredton School Board of Trustees in 2018

Board of Trustees Chairperson

Principal

To be Reviewed: 2020