



HOPE VIEW SCHOOL

TRAVEL POLICY

All pupils who attend Hope View School are transported to and from school by taxi or minibus which is provided by their Local Authority. Some pupils travel independently whilst others, who live in the same area, share transport.

Areas of responsibility:

Local Authority:

Contracts taxi companies to provide transport.

Allocates pupils to designated transport.

The School will:

Monitor the behaviour and general conduct of pupils in the taxis by liaising with drivers and escorts where appropriate.

Deal with issues relating to pupils, taxis, drivers, escorts and communicate these to the Local Authority if necessary.

Take appropriate action under the school's Behaviour Management Policy and Sanction System to deal with any pupil causing a problem in their allocated transport.

Pupils must:

Wear their seatbelts in the vehicle and all times.

Remain in their seats at all times.

Conduct themselves appropriately without hanging out of windows or being abusive to passers-by, the driver, escort or fellow travellers.

Treat the vehicle respectfully without causing damage and by abiding by any rules enforced by the taxi company e.g. not eating or drinking.

Pupils must not:

Behave in a manner which causes a danger to other passengers, the driver, escort or other road users.

Create conflict amongst other pupils travelling in the vehicle.

Throw items around inside the vehicle or out of the windows.

Be abusive to each other, the driver, escort or passers by whilst travelling in the vehicle.

Open the doors of or try to leave the vehicle until they reach their allocated destination.

Where the behaviour of a pupil can be deemed as dangerous and causes or is likely to cause an accident, it may be necessary for the school to seek the advice of the Police.

Complaints:

If a pupil, parent or carer has a complaint in relation to the transport provider, driver, escort or another pupil travelling in the same vehicle, they must contact the school in the first instance. The school will either:

1. Speak to the driver, escort or pupil being complained about directly;
2. Refer the matter to the local authority;
3. Advise the parent or carer to contact the local authority directly.

If the taxi company, driver or escort have an issue relating to a pupil, they must either contact the school directly or report the matter to the local authority but also inform the school that this action has been taken.

If a pupil fails to comply with school rules, expectations and this policy or of the expectations of the taxi company and local authority, may result in the pupil losing their right to transport to and from school.

A pupil will not be able to remain at Hope View School if their transport is withdrawn and the local authority, parents or carers are unable to provide an alternative.

Related Policies:

Safeguarding Policy

Behaviour and Discipline Policy

Rewards and Sanctions Policy

Anti Bullying Policy

Policy Review Date: August 2020

Responsible Person: Mrs C Lorne