

**BUS CODE OF CONDUCT (PROCESS)**

1. The first breach of rules – the student is informed by the driver that s/he has failed to meet the standards of behaviour expected on the bus and is given a warning.
2. The second breach of rules – the student is reported to the bus coordinator directly by the bus driver, or through the bus captain, of the details of the breach of rules and a letter is sent home to parents.
3. The third breach of rules – the student is suspended from bus travel for a period of one day and parents are advised of this in writing.
4. Fourth breach of rules– one week suspension of student from school bus travel.
5. Fifth breach of rules- the student will not be allowed to travel on the school bus.