



# St Lawrence College

## Bus Regulations 2022-2023

In order for all pupils to have a safe and pleasant ride on the bus, pupils must follow the school's rules of conduct. The bus is an extension of the classroom and our school rules of Ready, Respectful & Safe apply on the bus in the same way as they do in school.

It is the primary responsibility of the driver to transport pupils safely to and from school. The driver's attention must be on the road and traffic conditions and not on pupil behaviour. School officials will handle any misconduct so as to ensure the safety of all pupils travelling on the bus.

Therefore, pupils must:

- comply with the instructions of the bus monitor, who is ultimately responsible for the pupil's safety and well-being
- talk quietly; the driver needs to concentrate to safely drive the bus
- not fight, shout, or use obscene language
- not throw objects inside or outside of the bus
- remain properly seated and wear seat-belts throughout the duration of the bus trip
- not stand or walk in the aisles or obstruct them in any way i.e. with bags etc.
- not eat or drink (this includes chewing gum) on school buses at any time. This rule protects pupils or drivers that have food allergies and anaphylaxis, prevents choking, and maintains bus cleanliness.
- not litter or damage the bus in any way
- bear the cost of any damage attributed to them. Pupils who vandalize a bus will be held responsible for the cost of repairs and may lose riding privileges.
- not use mobile phones or cameras as recording devices while on board the bus.

School officials will handle any misconduct so as to ensure the safety of all pupils travelling on the bus. The seriousness of any of the above offences may warrant immediate suspension for a period of time after being investigated and reviewed by the school's Management Committee. Pupils whose conduct is unsatisfactory will be forced to make their own alternative transportation arrangements.

- Pupils have to be at the bus stop 5' before the arranged pick up time in the morning and give a grace of 10' - 15' waiting, in the case of an unforeseen traffic problem.
- After the final bell at 3:15p.m., senior school pupils have to go immediately to the bus area as it is not possible for the buses to wait for latecomers.
- Please note that the person who is responsible for collecting the children (FS1 - year 6) from the bus stop in the afternoon must always be on time, otherwise the bus monitor will take the children home with her, from where they will have to be collected.

## CHANGES IN THE DAILY BUS ROUTINE

- Any request for a change of bus on that same day cannot be accommodated as routes are planned in advance.
- Senior school pupils who do not wish to use the bus on a particular afternoon must inform the bus office and have a written permission from the senior school office to leave the school premises.

Parents of children usually on the bus, but needing to collect their children from school on a particular afternoon, must do the following:

- For Junior School pupils, an email must be sent to the Bus Co-ordinator Ms. Rodianna Vlassopoulou ([busoffice@slc.gr](mailto:busoffice@slc.gr)), the class teacher and the Secretary, Ms. Olympia Kenevetzidou ([juniorschool@slc.gr](mailto:juniorschool@slc.gr)), by 2:00 p.m. at the very latest on that day.
- For Senior School pupils, an email must be sent to the Bus Co-ordinator Ms. Rodianna Vlassopoulou ([busoffice@slc.gr](mailto:busoffice@slc.gr)) and the Secretary, Ms. Elizabeth Bizzotto ([seniorschool@slc.gr](mailto:seniorschool@slc.gr)), by 2:00 p.m. at the very latest on that day.

This close adherence to our protocols will eliminate last minute confusion, consequent delays and will ensure the safety and wellbeing of the children on the bus.

*Address: Anemon Street, Koropi, Attiki*

*Tel. 210 8917000, Fax: 210 8917010, url: [www.slc.gr](http://www.slc.gr), e-mail: [info@slc.gr](mailto:info@slc.gr)*