

<p style="text-align: center;">MHSG BEHAVIOUR POLICY School Transport: Code of Conduct</p>
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The following information is provided for parents and students. It sets out the expectations we have of MHSG pupils while they are travelling on School Transport, in the context of the current COVID-19 pandemic. This Code of Conduct also outlines the role of parents, MHSG and the Transport Companies. It has been written in line with the latest DfE guidance and will run from September 2020 until such a time that guidance dictates these measures are no longer required.

It is expected that pupils will:

Respect the need for social distancing whilst waiting to board vehicles, both in the morning and afternoon.

Ensure that they follow the strict seating policy to remain within their designated school/year group.

Ensure that they carry and make easily visible, their bus pass when boarding the vehicle.

Ensure that their face covering remains in place **at all times**.

Ensure that they disembark the vehicles, both in the morning and the afternoon, in single file and keep within their school year group where appropriate.

As per the Parent's Handbook, the following agreed aspects of the common School Bus Transport Code of Conduct still apply. As such pupils are reminded that they must:

Treat the driver and other passengers with respect.

Not distract the driver, unless there is an emergency.

Remain seated unless disembarking.

Create an environment free from verbal abuse, threatening, intimidating and impolite behaviour, abusive use of social media, physical assault and theft of property.

Report incidents that breach any aspect of this Code of Conduct to their parents and MHSG.

It is expected that parents/guardians will:

Ensure that their daughter does not embark upon their journey to school if they are showing any COVID-19 symptoms.

Provide face coverings for all pupils aged 11 years and above to be worn during every journey.

Provide individual bottles of hand sanitiser for use before boarding and leaving the vehicle.

Ensure their daughter knows to carry their bus pass with them **at all times**.

Ensure that their daughter understands the conditions outlined in this Code of Conduct.

The School will take disciplinary action if there are breaches to this Code of Conduct. It is important to understand that any failure to comply with conditions that have been put in place to avoid the spread of COVID-19, will result in transport provision being withdrawn.

It is expected that MHSG will:

Ensure that our risk assessment and pupil protocols are monitored and reviewed regularly.

Ensure that pupils queue in an organised and socially distanced manner whilst waiting for vehicles at the end of the day and during this time check that all pupils have correct passes with them.

Supervise pupils to ensure that they board vehicles in single file, observing social distancing at all times.

It is expected that Transport providers will:

Clean vehicles thoroughly on a daily basis in accordance with an agreed schedule.

Clean high-touch areas between each journey with anti-bacterial spray/wipes.

Fog vehicles on a weekly basis (this process turns anti-viral liquid into a fog which is sprayed over windows and fabrics leaving a residue which is active for up to 10 days).

Provide screens around the driver area on buses (this is not possible on coaches).

Provide hand sanitiser on board as emergency back-up use. **However, parents/guardians are requested to provide individual hand sanitiser for their daughter for use at the start and end of each journey.**

Ensure that all drivers have their temperature taken prior to starting work, to establish that it is within an acceptable range and they are fit for work, and provide an alternative driver where necessary.

Ensure that all drivers wear face coverings and keep vehicles well ventilated - where air conditioning is in use units have been re-configured where possible to extract external air rather than re-circulating internal air (as per guidance from the Confederation of Passenger Transport).

Ensure that drivers remain forward facing as much as possible and avoid unnecessary interaction with pupils.

Group pupils together in school-related year groups as much as possible – **pupils should aim to sit in the same seat each day.**

Aim to retain the same driver on individual journeys where resources permit.

Continue to monitor and follow guidance provided by the DfE, associated transport bodies and local authorities.

Engage with all aspects of the NHS Track and Trace process.

MHSG pupils travelling on School Transport, will be held accountable for their actions should they breach these expectations.

Please report any concerns by emailing transport@mhsg.manchester.sch.uk