



The Mall School

Headmaster: D C Price BSc MA

### **The Mall School Minibus Policy**

Places on the school minibuses are available to boys from Year 2 upwards or boys in Year 1 with an older brother travelling on the bus.

The minibus drops off (inside the school gates) at 185 Hampton Road only. If the minibus arrives before 8.25, boys in Years 1, 2, and 3 will go straight to Before School Club; there is no extra charge for this facility. After 8.25 Year 2 and 3 boys go into the junior playground where they are supervised by a member of Mall staff while boys in Year 1 are escorted to Mall Infants with other Before School Club boys.

Boys must be capable of fastening their own seat belts and must wear seat belts at all times. Parents are asked to reinforce this message with their sons. The driver is responsible for ensuring all boys have fastened seat belts before moving off.

Boys must behave in a proper and safe manner throughout the journey. If they regularly misbehave, their place will be forfeited with no refund.

The driver carries a mobile phone for contact with the School and, where necessary, parents. Mobile phones belonging to The Mall School are to be used for school use only. The School provides the driver with a list of boys travelling on the bus, the pick-up/drop-off point and the parents' home and contact numbers. If in an emergency he is unable to operate the school run in the morning, he will notify the Bursar and all parents/ guardians at the earliest opportunity.

Parents/ guardians are asked to be at the appointed stop well in time for the time of pick up in the morning. The driver cannot wait after this time; **the responsibility to arrive on time lies with the parents.**

If a parent/guardian knows that for some reason a boy will not be on the school run, they are asked to notify the School Receptionist, giving as much notice as possible.

The School reserves the right from time to time to cancel the bus service, for example because of bad weather. Parents will be given as much notice as possible to minimise inconvenience.

Drivers hold a current, full, clean D1 category driving licence to cover driving a 17-seat minibus. Any offences and/ or points on the licence must be reported to the School immediately.

Drivers, as with all School employees, have undergone the relevant safeguarding checks including referral to the Disclosure and Barring Service.

A full term's fee is payable in advance for the service, regardless of the number of times it is used. A term's notice must be given to withdraw from the service, failing which a term's fee in lieu of notice will be charged.

Revised Summer 2013  
(Review Summer 2016)