



## Road Safety Procedure 508

1. Regular visits by the Police Education Officers to classrooms, and subsequent follow-up by class teachers and the inclusion of Police Education Programmes DARE, KOS, Safe Cycling are encouraged.
2. Teachers emphasize safe road crossing procedures and safety around EOTC.
3. It is recommended that children under the age of 9 do not cycle to school unless accompanied by an adult. Parents allow children to bike at their own risk and responsibility.
4. All cyclists must wear safety equipment as required by law, including hi-visibility vest.
5. Safe practices when getting on and off buses are explained.
6. All trips away from the school must be approved by the Principal in advance.
7. The teacher in charge must present a Risk Management form well in advance to be checked by the Principal (The principal must file theirs with the DP)
8. The use of a bus for school purposes must be cleared with the Principal
9. Requests for transport assistance is made, as early as is practical, in the school newsletter
10. A clear departure and return time is given to parents
11. The organizing teacher ensures that all vehicles have current warrant of fitness/registration and the driver fully licensed
12. Changes to passenger/travel arrangements are made with the approval of the teacher in charge
13. Generally children in Rooms 1 to 4 travel by bus. As a guideline if cars are used; Children under the age of seven or who are of smaller stature should be placed in a car-seat or suitable booster restraint if available. Parents are encouraged to provide these. When these are not available children are to use an adult safety belt.
14. Every child under 5 years of age must be properly restrained by an approved child restraint when travelling in cars and vans. An adult safety belt alone is not enough
15. It is the driver's responsibility to make sure all child passengers are correctly restrained.

Reviewed August, 2016