



Rules of conduct on school buses (Sharbatly bus)

(Status 25.02.2012)

I. Preamble

In cooperation with the Sharbatly Compound, DIS Jeddah organizes bus transport for the children to and from school, irrespective of the fact that parents are responsible for their children's journey to and from school. It is therefore also the parents' task to influence their children in such a way that mutual consideration and respect for each other are the basis of behavior on the buses. This is the only way to ensure safe and orderly transportation to and from school.

II Behavior of all bus users

a) Students

The rules of conduct and house rules of the German School Jeddah apply on the buses. In detail, this means that all students must behave on the buses in such a way that neither they nor others are harmed. This means:

- After school, the school buses may only be entered by kindergarten and pre-school children in the presence of a supervisor.
- The bus must be entered immediately after the end of lessons.
- Pushing and jostling is not permitted.
- Each student must sit in their seat according to the seating arrangement. Should it happen that this seat is occupied, the next free seat is to be used.
- No kneeling, sitting upside down or standing is permitted during the journey.
- School bags or luggage must be stowed under the seat or on the lap.
- The bus drivers must not be spoken to during the journey. Students must behave in such a way that the drivers are not disturbed in their concentration (noise level, no dangerous objects, no throwing of objects, no opening of windows, music may only be listened to quietly with headphones, etc.).
- No windows may be opened.
- Willful destruction or soiling of the bus or parts of it is prohibited.
- Eating on the bus is not permitted, only water is allowed as a drink.
- Students are obliged to wait in an orderly fashion at the designated bus stops in the Sharbatly compound.
- Together with their parents, students are responsible for the route from the villa to the bus and back.
- Eligible Sharbatly bus children have priority for transportation; if necessary, regular free seats can be filled with "visiting children".



b) Bus driver

- The bus driver must switch off the engine when leaving the bus.
- The bus driver does not make separate arrangements with students and parents.
- The bus driver only makes phone calls when the bus is stationary.
- The bus driver does not refuel during bus transportation when students are on the bus.
- The bus driver waits until the supervising teacher authorizes departure.

All students must follow the instructions of the bus driver or the bus attendants (teachers, parents, school bus guides).

III Consequences of misconduct

In the event of violations of the above rules, the following procedure will be followed:

1. In the event of misbehavior, a warning will be given by the bus attendants and parents will be informed by phone (by the class teacher).
2. In the event of further non-compliance, the child concerned will only be transported if accompanied by a parent or will be excluded from the bus service for a limited period (1 to 3 days) (issued by the school management).
3. In the event of further misconduct, the student will be excluded from bus transportation for 1 week (issued by the school management).
4. In the event of repeated or particularly serious misconduct, the exclusion will extend beyond the period specified in point 3 which can lead to a general ban on bus travel (without reimbursement of bus transportation costs already paid) (issued by School management or Executive Board). Such an exclusion can be combined with educational and disciplinary measures, which are decided by the general conference.

IV. Complaints by bus users

Complaints from students or parents must be submitted in writing to the extended school management (detailed description of case necessary). The school management will review the complaint and take necessary action.

V. Prevention

- Written acknowledgement of the rules by the students and parents
- Presentation of the rules by the class teacher in the respective class
- Posting of rules of conduct on the school notice board and on the website



DEUTSCHE
Internationale Schule
Jeddah

**Acknowledgement of the rules of conduct on the Sharbatly bus to the
German School Jeddah**

Name of the student: _____

I hereby declare with my signature that I have read the rules of conduct on the Sharbatly bus to the German School Jeddah and will abide by these rules.

Place: _____ Datum: _____

Signatures:

Student

Parent/guardian

Sharbatly Office

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