

The parents/guardians and students should ensure they have read and understand the content of this document, which is to be adhered to for the safety of the bus driver, bus escorts and all students travelling on the school bus. Acknowledgement of the Rules of Respect is made in the Contract for Use of Bus Service.

Each Discovery College student using the bus service agrees to abide by the behavioral expectations outlined below:

- I will arrive at the bus stop on time, and understand that the bus will not wait for me if I am late.
- When I am a seated passenger, I will remain in my seat with my seatbelt fastened throughout the whole journey.
- I will not leave my seat while the bus is in motion.
- I will not remove my seat belt until the bus has come to a complete stop at the designated drop-off point, and go ahead has been given by my Bus Escorts to do so.
- I will keep the aisles free of backpacks and instruments.
- I will not tamper with emergency door or equipment on the bus.
- I will not eat or drink on the bus or throw anything inside or out of the bus.
- I will respect other students and their property at all times (this includes but is not limited to pushing, verbal or physical abuse; or any other behaviour that may distract the driver).
- I will use socially acceptable language and behaviour when conversing with my Bus Escorts and/or other students, and I will not speak at a volume that may distract the driver.
- I will respect the property of the bus operator at all times (this includes but is not limited to refraining from standing on seats or vandalising the vehicle in any way).
- I will not engage in any behaviour that could put the driver and/or Bus Escorts and/or other students inside the bus at risk.
- I will observe the requirements and instructions of the bus driver, Bus Escorts and/or the

teachers responsible for bus duty at all times.

The safety and comfort of everyone on the bus depends on a standard of behaviour and consideration for others that is expected in the classroom.

Riding the school bus is a privilege, and is an extension of the code of conduct of Discovery College.

IF THIS AGREEMENT ON RULES OF RESPECT IS BROKEN:

- The student will be placed on daily report for one (1) week and the parent/guardian will be notified immediately.
- If no improvement is evident after one (1) week, an interview will be arranged between the student, parent/guardian, and a representative of Discovery College.
- If there is still no improvement, the privilege to travel on a school bus will be withdrawn, and the parent/guardian will be required to find alternative transport to get the student to and from Discovery College.
- In extreme cases of misbehavior, the privilege of travelling on a school bus could be withdrawn immediately.

	Action
First Warning	Three (3) consecutive school days suspension from traveling on school bus
Second Warning	Five (5) consecutive school days suspension from traveling on school bus
Third Warning	Transportation privileges may be permanently revoked

Should anyone wish to report one of the Discovery College students for violation of the Rules of Respect, please do so in writing to the Bus Coordinator on buses@discovery.edu.hk detailing the following:

1. Date of Violation
2. Time of Violation



3. Student guilty of violation
4. Details of violation
5. Details of other person(s) directly affected by violation (if applicable)