



Churchill Park School Walking Bus



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Churchill Park School Walking Bus

Introduction



Welcome to the Walking School bus programme.

Attached you will find all your documentation. Please read this and return the consent form to me as soon as possible.

The documentation includes:

- Consent form (this must be signed and returned to me before your child(ren) can walk)
- Parent roster
- Passenger list
- Guidelines (please read these and go over the section on safety and behaviour with your child(ren))
- Route map and timetable
- Emergency procedures

Here are my contact details:

Phillippa Crews
Phone 575-9394, 021-243-3088

WSB@churchillpark.school.nz

See you on the walking bus!



Churchill Park School - Walking School Buses Information and FAQs

For those of you new to the school community, or those of you who have been thinking about it – now is a great time to join the Walking School Bus programme

We have four routes operating in the mornings:

1. Kowhai Crawlers – starts at the corner of Bay Rd and Vale Road and walks up Bay Road, across Maskell St, round into Kinsale to school. To join, contact Phillippa Crews Phone 575-9394 phillippa.crews@clear.net.nz
2. Kauri Climbers – starts at the corner of Rarangi Rd and Glover Road and walks up Rarangi Rd and Waimarie St, through the forest pathways to school. To join contact Kristine Mansfield-Putt garyp_krism@slingshot.co.nz
3. Starts on the corner of Chesterfield and Robley and walks via Chesterfield, Athlone and Bardsey then into Evesham Ave and through the walkway into Kinsale Ave. To join contact Linda Todd linda@iandlconsulting.co.nz
4. Starts on school side of Riddell Road, opposite the end of Clouston St and walks to school via the Riddell Road entrance. To join contact Sally Bowler kevsal@xtra.co.nz

If your child is enrolled in the walking bus programme, you are expected to do one rostered duty per week.

Some of the common questions and concerns about the walking bus are:

I work therefore cannot do a rostered duty

Answer – using the walking bus may mean you can actually get to work earlier than you currently do. Your children join the bus much earlier that you can drop them at school by car. And you are only expected to do one rostered duty per week (Several parents have said that the walking bus is great for working parents as they can get the children going much earlier, and be in the city at a much earlier time than if they dropped children at school).

I have a pre-schooler who can't keep up with the older children.

Answer – you are only expected to do one rostered duty per week. On the other days your school age children can walk without you. Preschoolers are welcome - those who walk receive their own ticket and all take part in the milo, fruit and breakfast mornings.

I have to do a kindy drop off.

Answer – you only have to do a rostered duty one day a week, on this day you could either arrange to drop your kindy child with another parent, or arrive slightly later at kindy. On the other days your school age child can walk without you.

My child needs me in the classroom each morning

Answer – you may be surprised at how quickly the children learn to carry their own bags and get to their own classrooms without an adult. There are many children on the bus who have walked since their first day at school – often a parent will walk for the first few days, or even weeks, and then the child is fine.

My children have before school commitments

Answer – your child does not have to walk every day. As long as their days are consistent from week to week (to allow the roster to be organized) they can walk from 1 to 5 days a week.

I live out of zone or it doesn't go past my house

Answer – many children are dropped at the start of the walking bus route by car. Most children do not live directly on the route, they come from feeder roads. Use the new Maskell/Bay Road Park and Walk or the Riddell Road Park and Walk.

If you want to know more about the Walking Buses, please contact Phillippa (details above), we look forward to seeing you.

Churchill Park School Walking School Bus

Bay Road Guidelines

Depending on the number of children and availability of adults there should always be two adults present if possible – one as driver at the front of the bus, one as conductor at the back.

Adults must wear their orange vests in order to be identified and clearly visible.

The walking bus should take place whatever the weather – rain or shine! However, in very bad weather the driver on the day will be responsible for deciding whether the bus will run. If the driver decides to cancel the bus, they will contact all families on the route by 7:45am to let them know. If you are the driver, it would then be a kindness if you could drive along the route just to double check that no-one is stranded waiting for the bus.

The route has been finalised (please see enclosed map) and Route Description. It begins at the corner of Bay Road and Vale Road on the Eastern side of the street. It progresses up Bay Road, crosses at Maskell St and proceeds along the Eastern side of Bay Road around into Kesteven Ave then left into Kinsale Ave. The bus crosses the road at the judder bar just past the Girl Guide Hall and proceeds to school. This route must be adhered to at all times. It will be reviewed after 4 weeks.

If any part of the pathway cannot be used due to a temporary blockage eg roadworks, parked vehicles etc, the adults will need to divert accordingly. If there are persistent problems with a route these should be reported to Auckland City Council on 09 379 2020.

Parents are responsible for their children's safety to and from the designated "bus stops". The bus will leave the designated stops at the times stated on the timetable. It will not wait for late comers. Drivers and conductors must stay with the group on the authorised route. Both parties must take care when children join and leave the bus.

Parents should speak to their own children about road safety before permitting them to join the Walking Bus but it is a good idea for the driver/conductor to give newcomers a brief reminder about their behaviour.

Emphasise that children must listen to the driver and conductor and obey their instructions – in particular in regard to stopping and crossing.

The driver will be in the front leading the group and the conductor at the rear to ensure there are no stragglers. **No child should walk ahead of the driver or behind the conductor.** It is recommended to have the smallest and slowest children in front with the driver.

The children must walk along the pavement away from the kerb in an orderly manner, and in pairs where possible, allowing other pedestrians to pass.

<p>CROSSING ROADS</p>	<ul style="list-style-type: none"> • When you are ready to cross the road, choose a safe place away from parked cars. • When crossing, gather the children around you away from the kerb until you have decided it is safe to cross. It may be quicker and safer to cross them in a bunch eg rows of 4 children. Walk across looking and listening as you go. When you have crossed safely, reform your group and continue your journey. • Remember that you are not empowered to stop traffic in order to cross. If any driver stops to allow the group to cross it is vital that you check that other traffic is aware of what is happening and has stopped before you step on to the road. There is always the danger of other vehicles overtaking the stationary vehicle.
<p>USING SAFE CROSSING PLACES</p>	<ul style="list-style-type: none"> • Flags will be provided to use to improve visibility. At the school crossing, make sure the whole group is assembled at the crossing before going across.
<p>PARENTS' RESPONSIBILITY</p>	<ul style="list-style-type: none"> • Parents must have completed a consent form before a child is allowed to travel on the bus. • This form includes emergency contact details and an indication of when the child will use the bus. This information will be on the Route Register which will be circulated to all families on the route • It is the parent's responsibility to inform the driver of any change to their child's regular travel pattern. For permanent changes, please contact Phillippa Crews Phone 575-9394, Phillippa.crews@clear.net.nz so that the register can be updated. • Parents should also ensure that their children understand how the bus operates and impress upon them the need to behave sensibly and obey any instructions given by the conductor or driver. • Parents are responsible for their children's safety to and from the designated bus stops and children are to be at the designated stops before the scheduled leaving time. • Parents must discuss with their child alternative procedures if they miss the bus for any reason. • If your child is having a friend over to play, then their parents must write and sign a note giving their child permission to walk on the bus. If adult to child ratios are exceeded you may be asked to come and walk with the bus.
<p>CHILDREN'S RESPONSIBILITY</p>	<ul style="list-style-type: none"> • Children will be issued with a Bag Tag that will identify them as members of the walking bus. Children are required to put these on their bag zips. • They must behave sensibly and follow instructions. • If for any reason they miss the bus in the morning they can either walk smartly up and join it if it is still visible, or must return home. • If for any reason they are left behind after school, they must go to the school office and inform a member of staff.



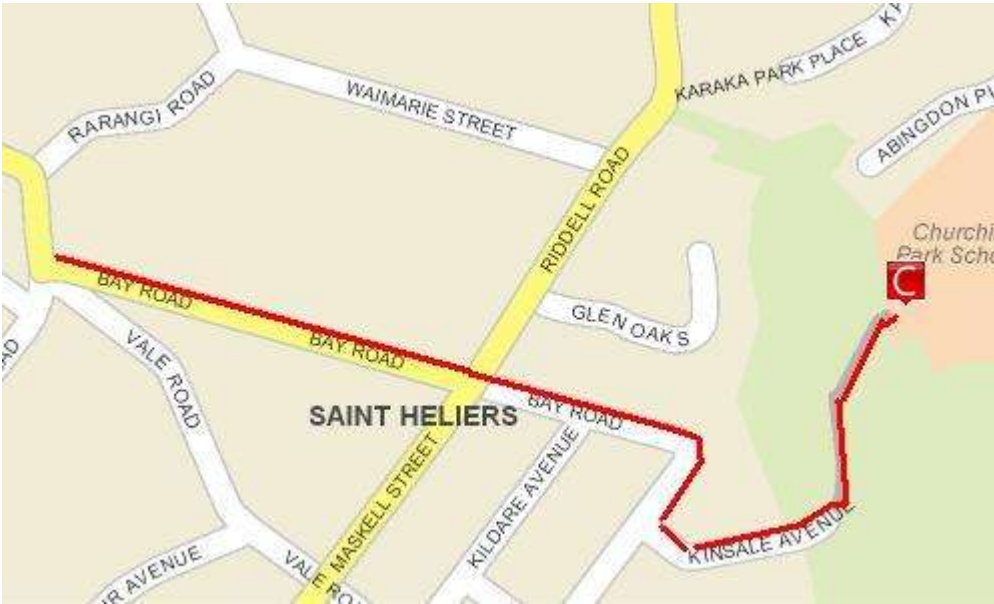
Bay Road Route and Timetable

Bus Stop	Route for morning walk	Time between (mins)	Morning Time (a.m.)
1	Start Corner of Vale Road and Bay Road, Eastern side of road outside Number 2 Bay Road		8:20am
	<i>Cross Maskell Street</i>		
2	Corner Bay Road and Maskell Street Eastern side of road, school side of Maskell.	7 mins	8:30am
3	Corner Kesteven and Kinsale Ave	5 mins	8:35am
	<i>Cross Kinsale Ave at Judder bar just past Guide Hall</i>		
	Arrive at school	8 mins	8:45am

Note, as this is a trial route, there are a limited number of stops and times will be reviewed. However, **the bus will leave from the stops at the time indicated. It will not wait for late comers. If the bus is early arriving at a stop, it will wait until the stated time before departing unless all passengers are present.**

Churchill Park School Walking Bus

Bay Road route



Churchill Park School- Bay Road route

Churchill Park School Walking Bus

Bay Road Consent Form

- I give permission for my child to use the Bay Road Walking Bus.
- He/she will join and leave at stop number _____ (see attached route)
- I realise that my child's journey to and from school is still my responsibility even though they will be using the bus.
- I have read the guidelines and explained to my child the need for good behaviour.
- I consent to my contact details being circulated on a Register to other families on the route to ensure that in case of sickness or bad weather contact can be made at all times

Please print CLEARLY:

Child's name(s) _____
Class _____
Address _____
Phone no. _____
Work phone/ mobile _____
Email address _____

My child will be using the bus on these days:

Please tick:

	Monday	Tuesday	Wednesday	Thursday	Friday
Morning					

Signed: _____ (parent)

Date: _____

Churchill Park School Walking Bus

Waimarie St Guidelines

Depending on the number of children and availability of adults there should always be two adults present if possible – one as driver at the front of the bus, one as conductor at the back.

Adults must wear their orange vests in order to be identified and clearly visible.

The walking bus should take place whatever the weather – rain or shine! However, in very bad weather the driver on the day will be responsible for deciding whether the bus will run. If the driver decides to cancel the bus, they will contact all families on the route by 7:45am to let them know. If you are the driver, it would then be a kindness if you could drive along the route just to double check that no-one is stranded waiting for the bus.

The route has been finalised (please see enclosed map) and Route Description. It begins on the western side of the road on the corner of Glover Road and Rarangi Road and proceeds up Rarangi Rd, crosses Rarangi and then proceeds up Waimarie St. It then crosses Riddell Road and turns left towards the walkway. The bus passes through Churchill Park following the council walkways, and continues past the walkway at the end of Abingdon Place, continuing along the walkway to the school gate, across the driveway and into school. Children can be released once across the car park pedestrian crossing and outside the office. **On no account are children to leave the council walkways or shortcut across the park or grass.** This route must be adhered to at all times. It will be reviewed after 4 weeks.

If any part of the pathway cannot be used due to a temporary blockage eg roadworks, parked vehicles etc, the adults will need to divert accordingly. If there are persistent problems with a route these should be reported to Auckland City Council on 09 379 2020.

Parents are responsible for their children's safety to and from the designated "bus stops". The bus will leave the designated stops at the times stated on the timetable. It will not wait for late comers. Drivers and conductors must stay with the group on the authorised route. Both parties must take care when children join and leave the bus.

Parents should speak to their own children about road safety before permitting them to join the Walking Bus but it is a good idea for the driver/conductor to give newcomers a brief reminder about their behaviour.

Emphasise that children must listen to the driver and conductor and obey their instructions – in particular in regard to stopping and crossing.

The driver will be in the front leading the group and the conductor at the rear to ensure there are no stragglers. **No child should walk ahead of the driver or behind the conductor.** It is recommended to have the smallest and slowest children in front with the driver.

The children must walk along the pavement away from the kerb in an orderly manner, and in pairs where possible, allowing other pedestrians to pass.

<p>CROSSING ROADS</p>	<ul style="list-style-type: none"> • When you are ready to cross the road, choose a safe place away from parked cars. • When crossing, gather the children around you away from the kerb until you have decided it is safe to cross. It may be quicker and safer to cross them in a bunch eg rows of 4 children. Walk across looking and listening as you go. When you have crossed safely, reform your group and continue your journey. • Remember that you are not empowered to stop traffic in order to cross. If any driver stops to allow the group to cross it is vital that you check that other traffic is aware of what is happening and has stopped before you step on to the road. There is always the danger of other vehicles overtaking the stationary vehicle.
<p>USING SAFE CROSSING PLACES</p>	<ul style="list-style-type: none"> • Flags will be provided to use to improve visibility. At the school crossing, make sure the whole group is assembled at the crossing before going across.
<p>PARENTS' RESPONSIBILITY</p>	<ul style="list-style-type: none"> • Parents must have completed a consent form before a child is allowed to travel on the bus. • This form includes emergency contact details and an indication of when the child will use the bus. This information will be on the Route Register which will be circulated to all families on the route • It is the parent's responsibility to inform the driver of any change to their child's regular travel pattern. For permanent changes, please contact Emilina Jasmat Phone 585-2290, k.jasmat@xtra.co.nz so that the register can be updated. • Parents should also ensure that their children understand how the bus operates and impress upon them the need to behave sensibly and obey any instructions given by the conductor or driver. • Parents are responsible for their children's safety to and from the designated bus stops and children are to be at the designated stops before the scheduled leaving time. • Parents must discuss with their child alternative procedures if they miss the bus for any reason. • If your child is having a friend over to play, then their parents must write and sign a note giving their child permission to walk on the bus. If adult to child ratios are exceeded you may be asked to come and walk with the bus.
<p>CHILDREN'S RESPONSIBILITY</p>	<ul style="list-style-type: none"> • Children will be issued with a Bag Tag that will identify them as members of the walking bus. Children are required to put these on their bag zips. • They must behave sensibly and follow instructions. • If for any reason they miss the bus in the morning they can either walk smartly up and join it if it is still visible, or must return home. • If for any reason they are left behind after school, they must go to the school office and inform a member of staff.

Churchill Park School Walking Bus



Waimarie Street Timetable

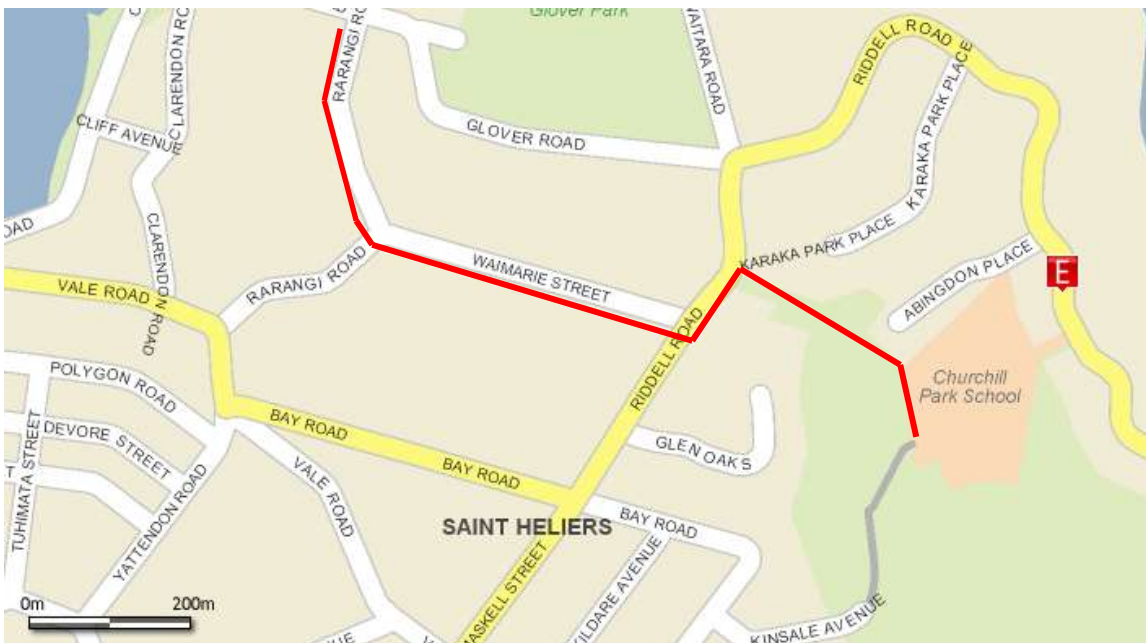
Bus Stop	Route for morning walk	Walk Time between (mins)	Morning Time (a.m.)
1	Start at the corner of Glover Road and Rarangi Road outside number 56 Rarangi Rd.		8:20
	Walk south up Rarangi Road, stay on Western side of road		
	<i>Cross at corner of Rarangi Rd and Waimarie St, outside 20 Rarangi</i>		
2	Outside 1 Waimarie St	5 mins	8:27
	Continue up Waimarie St		
3	Corner Waimarie and Riddell, outside 809 Riddell Rd	5 mins	8:35
	<i>Cross Riddell Road on south west side of road (NOT shops side of street)</i>		
	Turn left into Riddell and proceed east to council walkway into Churchill Park		
	At top of Council Walkway by map (not official stop, will be reviewed)		
	Continue down steps and pathway, follow formed path through park. Walk past paths/alleys leading to Karaka Park PI and Abingdon Place and continue to school. Do not allow children to shortcut across grass.		
	Arrive at school	10 mins	8:45am

The bus will leave from the stops at the time indicated. It will not wait for late comers. If the bus is early arriving at a stop, it will wait until the stated time before departing unless all passengers are present.

The timetable will be reviewed after 4 weeks.

Churchill Park School Walking Bus

Waimarie Street Route Map



Churchill Park School Walking Bus

Waimarie Consent Form

- I give permission for my child to use the Waimarie Street Walking Bus.
- He/she will join and leave at stop number _____ (see attached route)
- I realise that my child's journey to and from school is still my responsibility even though they will be using the bus.
- I have read the guidelines and explained to my child the need for good behaviour.
- I consent to my contact details being circulated on a Register to other families on the route to ensure that in case of sickness or bad weather contact can be made at all times

Please print CLEARLY:

Child's name(s) _____

Class _____

Address _____

Phone no _____

Work phone/ mobile _____

Email address: _____

My child will be using the bus on these days:

Please tick:

	Monday	Tuesday	Wednesday	Thursday	Friday
Morning					

Name : _____ (parent)

Signed: _____ (parent)

Date: _____

Churchill Park School Walking Bus

Riddell Road Guidelines

Depending on the number of children and availability of adults there should always be two adults present if possible – one as driver at the front of the bus, one as conductor at the back.

Adults must wear their orange vests in order to be identified and clearly visible.

The walking bus should take place whatever the weather – rain or shine! However, in very bad weather the driver on the day will be responsible for deciding whether the bus will run. If the driver decides to cancel the bus, they will contact all families on the route by 7:45am to let them know. If you are the driver, it would then be a kindness if you could drive along the route just to double check that no-one is stranded waiting for the bus.

The route has been finalised (please see enclosed map) and Route Description. It begins on the school side of Riddell Road opposite the corner of Clouston Street and walks north along Riddell Road into the Riddell Road entrance of the school. Children can be “released” at the bottom of the walkway inside the school gates. On no account are children to be released prior to this. This route must be adhered to at all times. It will be reviewed after 4 weeks.

If any part of the pathway cannot be used due to a temporary blockage eg roadworks, parked vehicles etc, the adults will need to divert accordingly. If there are persistent problems with a route these should be reported to Auckland City Council on 09 379 2020.

Parents are responsible for their children’s safety to and from the designated “bus stops”. The bus will leave the designated stops at the times stated on the timetable. It will not wait for late comers. Drivers and conductors must stay with the group on the authorised route. Both parties must take care when children join and leave the bus.

Parents should speak to their own children about road safety before permitting them to join the Walking Bus but it is a good idea for the driver/conductor to give newcomers a brief reminder about their behaviour.

Emphasise that children must listen to the driver and conductor and obey their instructions – in particular in regard to stopping and crossing.

The driver will be in the front leading the group and the conductor at the rear to ensure there are no stragglers. **No child should walk ahead of the driver or behind the conductor.** It is recommended to have the smallest and slowest children in front with the driver.

The children must walk along the pavement away from the kerb in an orderly manner, and in pairs where possible, allowing other pedestrians to pass.

CROSSING ROADS	<ul style="list-style-type: none"> • When you are ready to cross the road, choose a safe place away from parked cars. • When crossing, gather the children around you away from the kerb until you have decided it is safe to cross. It may be quicker and safer to cross them in a bunch eg rows of 4 children. Walk across looking and listening as you go. When you have crossed safely, reform your group and continue your journey. • Remember that you are not empowered to stop traffic in order to cross. If any driver stops to allow the group to cross it is vital that you check that other traffic is aware of what is happening and has stopped before you step on to the road. There is always the danger of other vehicles overtaking the stationary vehicle.
USING SAFE CROSSING PLACES	<ul style="list-style-type: none"> • Flags will be provided to use to improve visibility. At the school crossing, make sure the whole group is assembled at the crossing before going across.
PARENTS' RESPONSIBILITY	<ul style="list-style-type: none"> • Parents must have completed a consent form before a child is allowed to travel on the bus. • This form includes emergency contact details and an indication of when the child will use the bus. This information will be on the Route Register which will be circulated to all families on the route • It is the parent's responsibility to inform the driver of any change to their child's regular travel pattern. For permanent changes, please contact Phillippa Crews Phone 575-9394, Phillippa.crews@clear.net.nz so that the register can be updated. • Parents should also ensure that their children understand how the bus operates and impress upon them the need to behave sensibly and obey any instructions given by the conductor or driver. • Parents are responsible for their children's safety to and from the designated bus stops and children are to be at the designated stops before the scheduled leaving time. • Parents must discuss with their child alternative procedures if they miss the bus for any reason. • If your child is having a friend over to play, then their parents must write and sign a note giving their child permission to walk on the bus. If adult to child ratios are exceeded you may be asked to come and walk with the bus.
CHILDREN'S RESPONSIBILITY	<ul style="list-style-type: none"> • Children will be issued with a Bag Tag that will identify them as members of the walking bus. Children are required to put these on their bag zips. • They must behave sensibly and follow instructions. • If for any reason they miss the bus in the morning they can either walk smartly up and join it if it is still visible, or must return home. • If for any reason they are left behind after school, they must go to the school office and inform a member of staff.

Churchill Park School Walking Bus

Riddell Road Route Map



Start directly opposite the corner of Clouston St and Riddell Road on western side of street. Work north along Riddell Road to back entrance of school.

Churchill Park School Walking Bus

Riddell Road Consent Form

- I give permission for my child to use the Riddell Road Walking Bus.
- He/she will join and leave at stop number _____ (see attached route)
- I realise that my child's journey to and from school is still my responsibility even though they will be using the bus.
- I have read the guidelines and explained to my child the need for good behaviour.
- I consent to my contact details being circulated on a Register to other families on the route to ensure that in case of sickness or bad weather contact can be made at all times

Please print CLEARLY:

Child's name(s) _____
Class _____
Address _____
Phone no. _____
Work phone/ mobile _____
Email address: _____

My child will be using the bus on these days:

Please tick:

	Monday	Tuesday	Wednesday	Thursday	Friday
Morning					

Signed: _____ (parent)

Name: _____ (parent)

Date: _____

Churchill Park School Walking Bus

Whitehaven Road Guidelines

Depending on the number of children and availability of adults there should always be two adults present if possible – one as driver at the front of the bus, one as conductor at the back.

Adults must wear their orange vests in order to be identified and clearly visible.

The walking bus should take place whatever the weather – rain or shine! However, in very bad weather the driver on the day will be responsible for deciding whether the bus will run. If the driver decides to cancel the bus, they will contact all families on the route by 7:45am to let them know. If you are the driver, it would then be a kindness if you could drive along the route just to double check that no-one is stranded waiting for the bus.

The route has been finalised (please see enclosed map) and Route Description. It begins at **8:25am** on the corner of Robley Cres and Chesterfield St on the northern side. It proceeds north west and turns right into Athlone, then left into Bardsey St. It crosses into Evesham St and walks along the northern side of Evesham to the council walkway to Kinsale. Once through the walkway, the bus turns right into Kinsale Ave and continue to the school gate, across the driveway and into school. Children can be released once across the car park pedestrian crossing and outside the office. **On no account are children to leave the council walkways or shortcut across the park or grass.** This route must be adhered to at all times. It will be reviewed after 4 weeks.

If any part of the pathway cannot be used due to a temporary blockage eg roadworks, parked vehicles etc, the adults will need to divert accordingly. If there are persistent problems with a route these should be reported to Auckland City Council on 09 379 2020.

Parents are responsible for their children's safety to and from the designated "bus stops". The bus will leave the designated stops at the times stated on the timetable. It will not wait for late comers. Drivers and conductors must stay with the group on the authorised route. Both parties must take care when children join and leave the bus.

Parents should speak to their own children about road safety before permitting them to join the Walking Bus but it is a good idea for the driver/conductor to give newcomers a brief reminder about their behaviour.

Emphasise that children must listen to the driver and conductor and obey their instructions – in particular in regard to stopping and crossing.

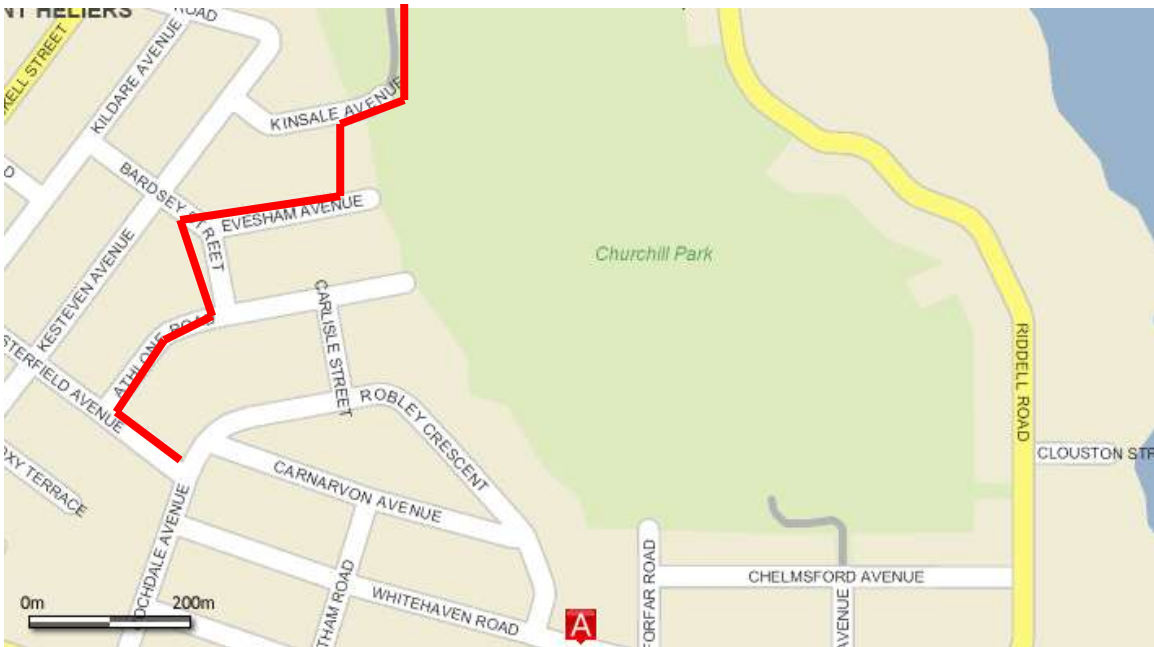
The driver will be in the front leading the group and the conductor at the rear to ensure there are no stragglers. **No child should walk ahead of the driver or behind the conductor.** It is recommended to have the smallest and slowest children in front with the driver.

The children must walk along the pavement away from the kerb in an orderly manner, and in pairs where possible, allowing other pedestrians to pass.

<p>CROSSING ROADS</p>	<ul style="list-style-type: none"> • When you are ready to cross the road, choose a safe place away from parked cars. • When crossing, gather the children around you away from the kerb until you have decided it is safe to cross. It may be quicker and safer to cross them in a bunch eg rows of 4 children. Walk across looking and listening as you go. When you have crossed safely, reform your group and continue your journey. • Remember that you are not empowered to stop traffic in order to cross. If any driver stops to allow the group to cross it is vital that you check that other traffic is aware of what is happening and has stopped before you step on to the road. There is always the danger of other vehicles overtaking the stationary vehicle.
<p>USING SAFE CROSSING PLACES</p>	<ul style="list-style-type: none"> • Flags will be provided to use to improve visibility. At the school crossing, make sure the whole group is assembled at the crossing before going across.
<p>PARENTS' RESPONSIBILITY</p>	<ul style="list-style-type: none"> • Parents must have completed a consent form before a child is allowed to travel on the bus. • This form includes emergency contact details and an indication of when the child will use the bus. This information will be on the Route Register which will be circulated to all families on the route • It is the parent's responsibility to inform the driver of any change to their child's regular travel pattern. For permanent changes, please contact Jodi Leese mikejodi@xtra.co.nz so that the register can be updated. • Parents should also ensure that their children understand how the bus operates and impress upon them the need to behave sensibly and obey any instructions given by the conductor or driver. • Parents are responsible for their children's safety to and from the designated bus stops and children are to be at the designated stops before the scheduled leaving time. • Parents must discuss with their child alternative procedures if they miss the bus for any reason. • If your child is having a friend over to play, then their parents must write and sign a note giving their child permission to walk on the bus. If adult to child ratios are exceeded you may be asked to come and walk with the bus.
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Churchill Park School Walking Bus

Whitehaven Road Route Map



Churchill Park School Walking Bus

Whitehaven Road Consent Form

- I give permission for my child to use the Whitehaven Road Walking Bus.
- He/she will join and leave at stop number _____ (see attached route)
- I realise that my child's journey to and from school is still my responsibility even though they will be using the bus.
- I have read the guidelines and explained to my child the need for good behaviour.
- I consent to my contact details being circulated on a Register to other families on the route to ensure that in case of sickness or bad weather contact can be made at all times

Please print CLEARLY:

Child's name(s) _____
Class _____
Address _____
Phone no. _____
Work phone/ mobile _____
Email address _____

My child will be using the bus on these days:

Please tick:

	Monday	Tuesday	Wednesday	Thursday	Friday
Morning					

Name : _____ (parent)

Signed: _____ (parent)

Date: _____

Churchill Park School Walking Bus

Walking School Bus Emergency Procedures

In the event of an emergency involving a member of your bus, please follow these procedures:

- 1. Assess the patient and if needed phone for an ambulance (111). Then telephone the school office to inform them of what you have done, and any other help required- Phone 575 8156**
- 2. If an ambulance is not needed, but you require help, phone the school office 575 8156. Give the patient's name, injury and what help is needed. The school will take responsibility to phone the pupils' parent/caregiver.**
- 3. Each emergency event needs to be written up. Please ensure the following information is included: date, time, and place of emergency, name of pupil involved and the action taken.**

