

# STUDENT CODE OF CONDUCT BCA TRANSPORT 2015/16



A good standard of behaviour is expected of students at all times when travelling on our service

**BCA's Code of Conduct applies to ALL students whilst using ANY of the college transport**

- **STUDENTS ARE TO BE AT THEIR BUS STOP 10 MINUTES BEFORE THE STATED PICK UP TIME**

**For your own safety you are reminded:**

- Keep your bus pass with you when travelling
  - A valid bus pass must be shown to the driver on each journey
  - Do not board the coach without the driver's permission
  - Keep your belongings with you and not obstruct the gangways or exits
  - Do not smoke, drink or eat on the coach
  - Abusive language will not be tolerated
  - Remove all your litter when you leave the coach
  - Refrain from making excessive noise
  - Only play music using personal headphones
  - Do not speak to or distract the driver except in an emergency or when the vehicle is stationary
  - Remain seated until the coach has stopped when getting off or instructed otherwise by the driver
  - Do not put arms, heads or any other items out the windows
  - Do not throw any items from the coach
  - Know what to do if the coach is late or does not arrive
  - Queue sensibly and away from the road whilst waiting for the coach
  - Do not rush or push and be seated immediately
  - Wear seat belts, where fitted
  - Take all your belongings with you on leaving and do not try to return onto the coach if moving
  - Allow the coach to move away before attempting to cross the road. Use pedestrian crossings where possible
  - Follow the driver's or escort's instructions if the vehicle breaks down or is involved in an accident
  - Costs related to any damage made to any of the buses will be the responsibility of the student(s) involved.
- **THERE WILL BE A CHARGE OF £5 FOR A REPLACEMENT BUS PASS**

**STUDENTS MUST COMPLY WITH THE ABOVE TERMS & CONDITIONS WHEN TRAVELLING ON ALL COLLEGE TRANSPORT.**