



RANGIORA NEW LIFE SCHOOL

POLICY AND PROCEDURES MANUAL

Providing quality Christian education that equips and inspires all students to reach their life potential in order to serve God's purposes.

| Procedures | Health & Safety | Passage To and From School | |
|--------------|-----------------|----------------------------|--|
| Ratification | May 2004 | Chairperson | |
| Last Review | May 2004 | Chairperson | |

RATIONALE

The school is committed to the implementation of sound traffic concepts to ensure all students arrive at Rangiora New Life School safely and also arrive home again safely.

PROCEDURES

A. Cycle Safety

1. We strongly endorse the MOT policy that no child under the age of 9 cycle to and from Rangiora New Life School unaccompanied by an adult or a reliable High School student.
2. All children must wear safety helmets to and from school.
3. Children's bicycles must be roadworthy and comply with the Ministry of Transport Safety Standards.
4. Any child found acting irresponsibly when travelling by bicycle, will be banned from using their cycle for an agreed period of time.
5. The *Safe Cycling Programme* will be held annually for children in Year 4 to Year 8.

B. Car Safety

1. Children should not travel by car to and from school unless a seat belt is used.
2. Parents depositing and collecting their children from school by car in Denchs Road need to park in a safe manner so as not to endanger the lives of pedestrians. The Bus Stops are for buses only.
3. Children crossing Denchs Road need to cross under supervision of the duty teacher at the point where the cones are positioned.
4. Parents are not permitted to drive into the school grounds to bring their children to school or to take them from school. Parking in the school grounds is reserved for staff and visitors.
5. Students wishing to drive themselves to school must have a signed letter from their parents asking for permission to do this. Such requests must further be approved by the principal, who will not normally allow other students to ride in the same vehicle.

C. Bus Safety

1. Children catching buses after school are to wait inside the school grounds until the bus is safely parked at the curb unless instructed to do so by staff members or bus driver. The duty teacher will then supervise children onto the buses.
2. When travelling by bus, there will be a maximum of 3 children to a seat, up to and including Year 6. Year 7 and up will only be permitted 2 to a seat.
3. A bus monitor will ensure that safe procedures are carried out daily and report any misbehaviour immediately to the teacher in charge of bus transport.
4. No children will be allowed to stand while traveling by bus.