

Code of Ethics

A. Introduction

1. This code applies to everyone at Geelong Baptist College who operate and use the school bus services.
2. This code illustrates the high standards adopted by everyone at Geelong Baptist College to enable continuation of the provision of the school bus services.
3. This code may need to be altered from time to time as the occasion demands.

B. Aims and Objectives

1. Ensure student/passenger safety at all times.
2. Ensure that all who operate or use the bus services follow the code of Conduct put in place.
3. Ensure that students are collected and delivered in reasonable times.
4. Ensure that parents are clearly informed of changes.
5. Ensure that buses are maintained properly and kept cleaned.

C. General Obligations

1. Our Bus Coordinator will:
 - a) Ensure all of our drivers have the correct licences and training.
 - b) Ensure all of the buses are maintained and monitored as required by the Department of Infrastructure.
 - c) Ensure all drivers follow the procedures put in place by the Department of Infrastructure.
 - d) Ensure all drivers adhere to all the governments' road rules and regulations.
2. Our Drivers will:
 - a) Hold a valid and appropriate endorsed licence and Driver's Certificate.
 - b) Inform the school principal and coordinator of all breeches of driving laws, regulations and any accidents.
 - c) Wear sensible and safe attire as seen acceptable by the school principal.
3. Our School Principal will:
 - a) Ensure that the school bus services adhere to their SO accreditation.
 - b) Ensure they are kept informed of the bus operations and services of the school.
 - c) Discuss any decisions in regards to the school's bus services with the Coordinator and Drivers.

D. Relations with Customers

1. Drivers will carry on business in accordance to the school's 'Code of Conduct'.
2. The school must inform school families accurately of all the services, fees and the 'Code of Conduct' in regard to the school bus services.
3. Students will adhere to the schools 'Code of Conduct' in regards using the school buses.
4. Drivers and students will follow the Emergency Management Plan as required by the Department of Infrastructure.

E. Relations with Others

1. Drivers and Staff should carry on business in a manner which avoids controversy with other school drivers and staff. They will at all times act in free and fair competition unless otherwise required by legislation.
2. Coordinator, Drivers and Staff will endeavour to assist and support other schools' drivers and staff in times of need.
3. Coordinator, Drivers and Staff should not disparage the business practices of fellow schools' bus services nor volunteer an opinion of a fellow school's bus operations. If an opinion is sought, it should be provided with strict professional integrity and courtesy.