

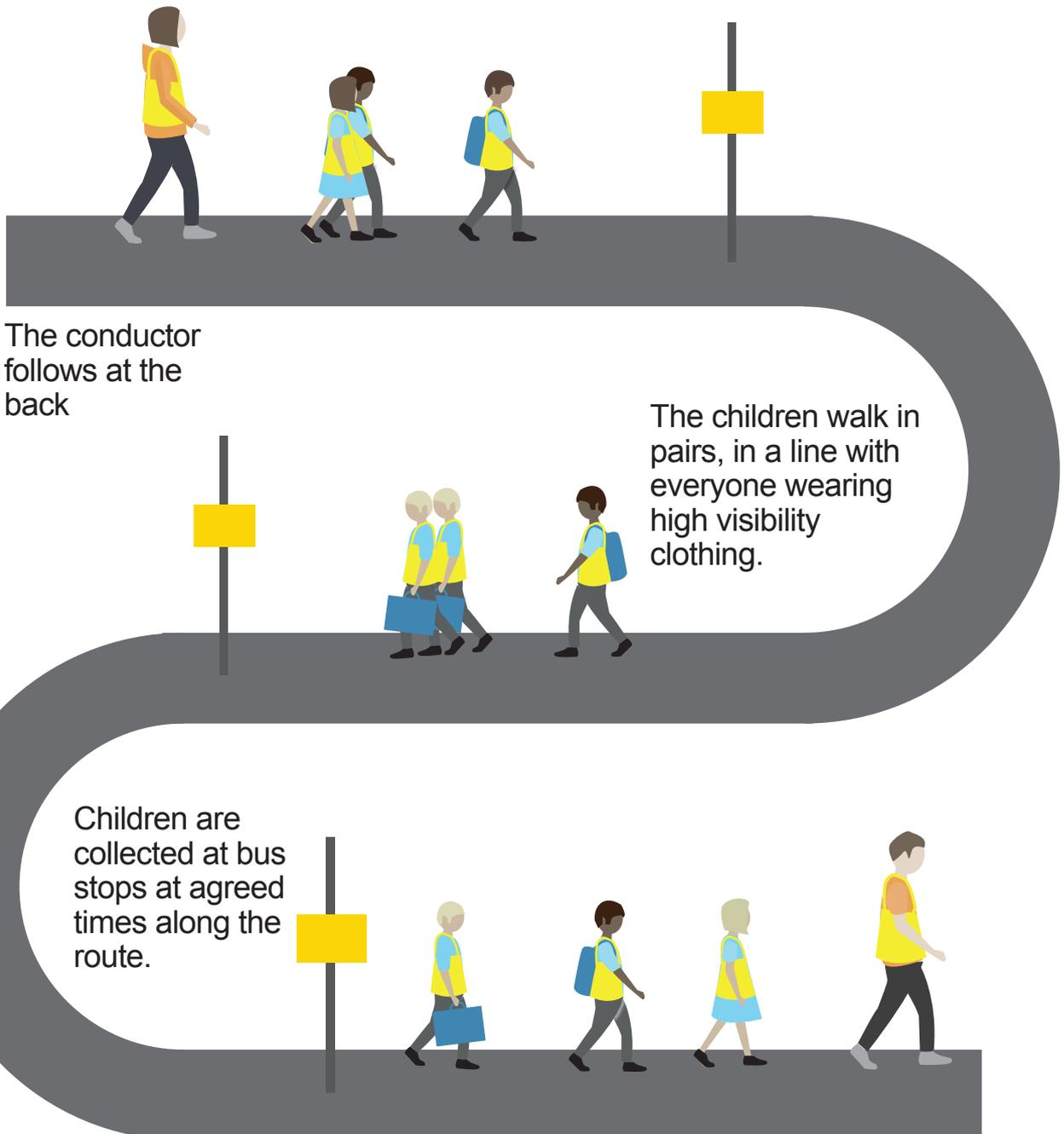
# WALKING SCHOOL BUS

A GUIDE TO SETTING UP



# WHAT IS A WALKING SCHOOL BUS?

A Walking School Bus is a group of children with adult volunteers / staff walking to school along a set route.



The conductor follows at the back

The children walk in pairs, in a line with everyone wearing high visibility clothing.

Children are collected at bus stops at agreed times along the route.

A driver leads at the front

# BENEFITS



A brilliant way to encourage adults and children to add some physical exercise to their day. Creating healthier families.



Part of the recommended activity required each day :- Children to have 60 minutes activity per day. Adults 30 minutes 5 times a week.



This scheme offers opportunities for parents and carers to teach children valuable lessons in road safety. It can highlight dangers and provide strategies to overcome hazards to help reduce traffic accidents.



Walking in groups means safety in numbers



Raise awareness of road safety education.



A great way to chat and catch up with friends before and after school.



Can help reduce congestion outside the school gates.



It's better for the environment and helps keep our air clean by reducing pollution.



Best of all it's FREE!

# QUICK GUIDE

1 Establish whether there is enough interest and volunteers using the questionnaire provided.

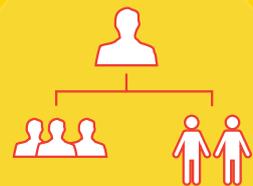
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2 Identify a coordinator; they will look after the administration of the bus and will be the point of contact for parents, volunteers, school and children. (See DBS)

2

3 Identify, review & risk assess routes. (RSO will carry out risk assessment)

3



4 Decide how often the bus will run and create a bus timetable along with information on the volunteers and the children. (See resources)

4

5 Obtain tabards for children and adults

5



6 Agree behaviour expectations and sign the agreement provided

6

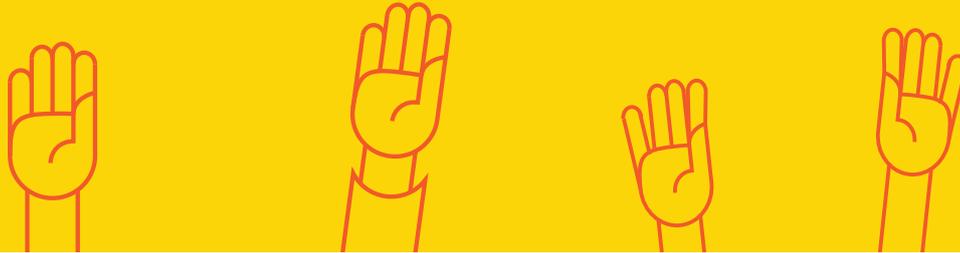
7 Review and monitor



7



# VOLUNTEERS

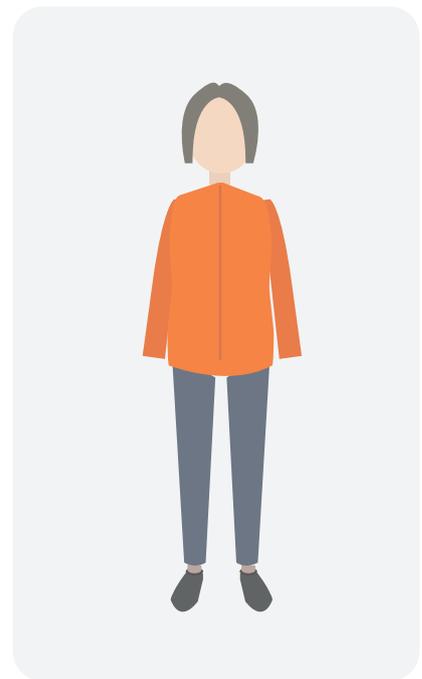


The Walking Bus scheme relies entirely on its volunteers and the support from the school. The more volunteers the better! This means the responsibility can be shared and you aren't relying on a committed few.

All volunteers must be 18 or above and DBS checked.

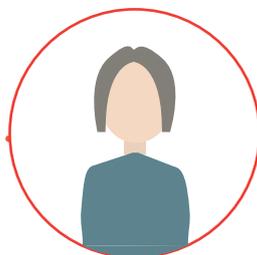
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The minimum number of volunteers you need to set up is 3



## Driver

The driver leads from the front, navigating the bus to each bus stop.



## Co-ordinator

The co-ordinator is in charge of the rota (use our template in the resources folder) and liaising between the school, parents and volunteers.



## Conductor

The conductor follows from behind, this ensures all children can be fully supervised.

# RATIOS

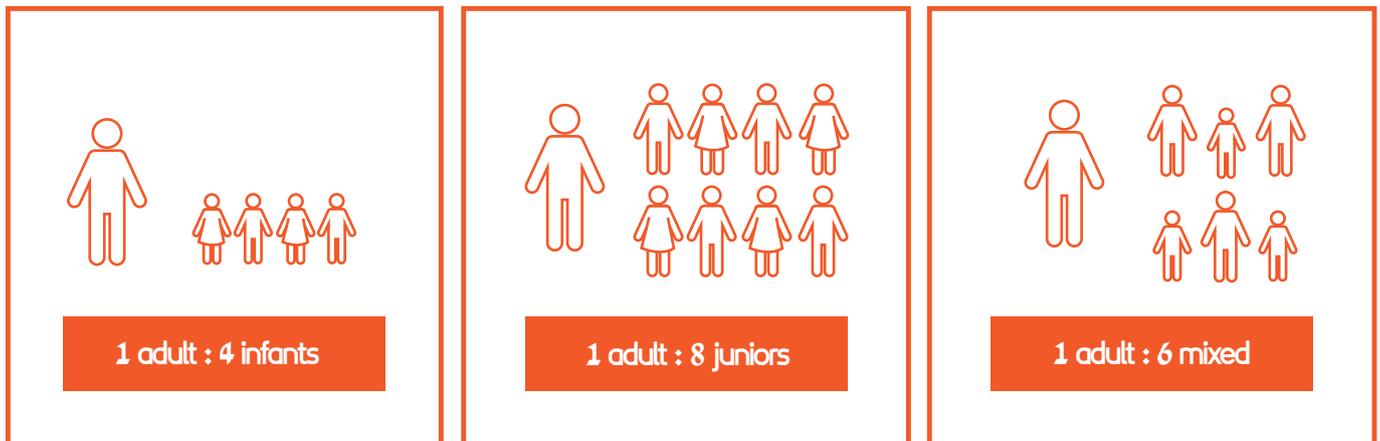
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On some walking bus routes, it may be advisable to have more adults. For example, it may be safer to cross difficult roads in smaller groups. In which case, additional adult volunteers may be required to look after each group.

However, depending upon the route, it could be possible to take up to 24 junior children with three adults. If numbers exceed this, another adult will be needed and it will be safer to run a second bus.

It is better to set up fewer routes with more volunteers taking turns on a rota system rather than overload a few willing walkers.

\*Pre school children, including children in push chairs are welcome to travel with the bus but must be accompanied by their parent / guardian.



## ROUTE & RISK ASSESSMENT

Once the route has been identified it must be risk assessed by the school and is a good idea for volunteers to be present to help raise any concerns with the routes safety.

All children and adults on the Walking Bus must wear a high visibility tabard at all times.

# DBS CHECKS

Any volunteer helping with the school bus must be DBS (CRB) checked. To do this you will need to go to [www.crbdirect.org.uk](http://www.crbdirect.org.uk) to complete a Basic Disclosure application you will need photocopies of your ID.

Processing your application will take two to three weeks so it's good to get this done as soon as possible so you can get your Walking bus underway.



# ID BADGES

All volunteers must wear ID badges once a DBS (CRB) check has been received, this benefits the children, members of the public and other volunteers. (There is a template badge provided below)



# RESPONSIBILITIES

## PARENTS

Parents need to complete and sign the consent form for a child to travel on the bus. The information provided can then be used to help determine the bus route.

Parents are responsible for the safety of their children to and from the bus stop and must inform children of the importance of behaviour and safety when using the bus.

When walking with your children, always use the correct crossings, children will copy your actions so it's always important to set a good example!

The more volunteers the better! Parents help can be needed.



## VOLUNTEERS

Volunteers need to be at least 18 years of age and DBS checked before helping with the walking bus.

The bus must run according to the ratio's (as stated previously), if more students join the bus, more volunteers will be needed.

If any problems occur, the volunteers must report directly to the school.



## CHILDREN

Children must always wear their high visibility clothing whenever they use the bus. They must behave and listen carefully to instructions. The Walking Bus acts as experiential learning aspect of the road safety skills taught in school.

If a child misbehaves, they generally will be reported to the head teacher and if the behaviour continues they will be stopped from using the bus.

# ROAD SAFETY

The Walking School bus acts as experiential learning for children getting to grips with early road safety learning. It can help bring classroom lessons into the real world and you can help put the knowledge into practice.

Crossing Roads – Where possible road crossings should be kept to a minimum, using the correct crossing points (Pelican, Puffin, Zebra) If your school has a manned school crossing, use it.

When using the roads, it's advisable to make eye contact with drivers. However, you are not empowered to stop traffic, if a driver allows you to cross, you must check all other road users are aware. There is always a danger of a vehicle overtaking or unaware of the situation.



## PELICAN CROSSING

When using a pelican crossing, make sure the entire group is at the crossing before pressing the 'wait' button. Only cross when the green man is constant and not flashing. This can also help with the flow of traffic

## PUFFIN CROSSING

Similar crossing to the pelican, but the red / green man is above the button and has a sensor that detects if someone is crossing.

## ZEBRA CROSSING

Wait until the traffic has stopped from both directions before crossing. Always be aware of the traffic.

## CROSSING BETWEEN CARS

Choose a place where there is a space between two cars and make sure you can walk straight across to the other side of the road (no parked cars in the way on the other side).

Make sure neither car is about to move by looking for drivers, checking for lights and listening for engine noise.

Walk between the cars until you are level with the outside edge and stop. Here you can be seen by drivers and see clearly along the road.

# BEHAVIOUR

As a volunteer / parent, you are a role model to the children, therefore positive attitudes towards road safety and correctly using the crossings will influence children to take road safety seriously. This will lead to safer travel and an improved independence for the children.

We recommend that adults hold hands with children. Always consider the weather and behave accordingly. Bad weather can prolong stopping time for cars. Extra care should be taken when wearing hooded coats or using umbrellas – visibility can be obstructed.