

## BUS RULES

This Policy is issued on the authority of the Board of Trustees, Nairobi Waldorf School Trust.

Effective Date of the Policy: **17th January 2017**

Execution Date of the Policy: 7th May 2025 .....

### Chairperson, Board of Trustees

Name: Pooja Patel .....

Signature:  .....

Date: 7th May 2025 .....

## POLICY AMENDMENTS

Serial No.	Amendment	Date of Amendment	Nature of Change	Name and designation of the authorized person	Signature of the authorizing person

[WWW.NAIROBIWALDORFSCHOOL.AC.KE](http://WWW.NAIROBIWALDORFSCHOOL.AC.KE)

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## **FORWARD**

A parent or guardian is required to bring child to and from the school van / bus. Punctuality should be observed at pick up and drop off points.

Playgroup / Kindergarten: children should be in the bus by 1:00pm

Primary / Aftercare: children should be in the bus by 3:15pm

Highschool: students should be in the bus by 4:00pm

Parents are requested to contact the office directly in case of any complaints or special arrangements. Parents should not raise issues with the escort or the driver.

In the event that a parent decides to pick up their child(ren) from school instead of them using the bus, the parent should inform the office by 8:30am or prior.

Any changes to staff riders, special circumstances, or other changes in plans should be requested in advance to the office.

## **Bus Rules**

1. All school behavior policies apply while children are riding the bus.
2. Eating or drinking is not permitted while in the bus.
3. Children must wear the seat belt provided.
4. Children should remain seated in their designated seat during the bus trip.
5. Loud and /or inappropriate language is not permitted.
6. Rough play or fighting in the bus will not be accepted.

All children using the bus should be aware that there will be a record book to note all misconduct. Repeated breaking of the rules will result in the child not being allowed usage of the bus in future.

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