

# North Cottesloe Primary School

## Walking School Bus

### Quick Start Guide

1. Set up WhatsApp group with all parent contacts on your route. Also add to the WhatsApp group 0478409810 (school mobile) and 0403925026 (Jo Edwards) so we can help with any questions or issues.
2. Agree on days Walking School Bus will take place (morning only or both ways?)
3. Agree on school drop off point eg. Undercover / deliver to classroom/ other
4. Set up a roster for the week/month ahead or the days of the week each parent can lead the Bus
5. Collect 2 hi-vis vests from the school office for Bus leaders to wear each day
6. If you are unable to lead the bus, message other parents
7. Start as soon as you can and have fun

### Safety

- ★ Minimum 2 adult Bus leaders - at least 1 adult Bus leader for every 10 children
- ★ 1 adult Bus leader at the front and 1 at the back
- ★ Ask children to “Listen for stopping and crossing instructions and stay between the Bus leaders. No one goes in front of the Bus Driver”
- ★ Walk/Ride at a casual pace and wait at each stop until the time shown on the map
- ★ Verbally demonstrate STOP, LOOK, LISTEN & THINK
- ★ Stay one metre back from the kerb at all times
- ★ When crossing wait for sufficient gap. Hold hands with very young students.
- ★ Where possible use Crossing Guards first and then Pedestrians Lights
- ★ Follow the Road Traffic Code pedestrian and cycling regulations

**In case of Emergency - call 000 immediately**