

Walking bus guidelines

Example guidelines to use when
setting up a walking bus

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Transport Planning and Strategy

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Case study: Carclaze walking bus

Carclaze Community Primary School in St. Austell have a very successful and popular Walking Bus scheme. It started off running once a week to coincide with their Walk on Wednesday active travel initiative. It has gone from strength to strength and now runs 5 days a week, with an additional service from a different direction on special incentive days.

The success of their scheme is largely due to the enthusiasm of the two teaching assistants who live nearby; there is also a convenient cul-de-sac for parents to drop their children. The walking route is along a leafy footpath, giving the opportunity for the children to experience some time in Nature, as well as exercise.

The head of the school is very supportive and is happy to talk to other schools thinking about setting up a walking bus. Please contact Simon Pollard: E: spollard@carclazesch.org T: 01726 74194



Images: Carclaze walking bus, now running every day

Road safety guidelines for volunteers

- A minimum of two adult volunteers are required – the 'driver' at the front and a 'conductor' at the rear.
- Children should never be in front of the driver or behind the conductor
- All volunteers must wear fluorescent tabards
- Ratios of adults to children should be 1:4 (infants) or 1:6 (juniors) (or state as appropriate to school policy)
- The designated (risk-assessed) route must be followed – do not deviate from it
- Where possible, roads should be crossed at designated crossing points such as zebra crossings and School Crossing Patrols. At crossings with traffic lights, ensure that the whole group has arrived before pressing the button
- When crossing the road, remember that you are not empowered to stop traffic. If a driver stops to let you cross, beware of traffic travelling in the opposite direction and of cars overtaking the stationary vehicle
- Make children aware of hazards such as cars coming out of driveways across the pavement
- When walking on roads without pavements, walk in single file to face the oncoming traffic
- Take extra care in inclement weather. Remember that cars take longer to stop on wet roads. Also using umbrellas and hoods can obscure vision and hearing
- All children should be made aware of the importance of good behaviour; the consequences of poor behaviour. The possibility of exclusion from the Walking Bus should also be made clear
- It is not the 'driver's' responsibility to wait for a child who is late
- Parents/carers are expected to wait with their child at the bus stop in the morning, and collect them after school (though this may be age-dependent). Schools should make arrangements for circumstances in which parents fail to collect their children on time from the bus stop
- Parents must inform the school coordinator in advance if their child is not going to use the bus
- All volunteers must be DBS (Disclosure & Barring Service) checked (previously known as CRB – Criminal Records Bureau)

Parent/guardian guidelines

(Name of School) is setting up a Walking Bus with the aims of reducing traffic congestion and pollution around the school gate, and giving children the opportunity to travel to school in a safe, healthy and environmentally-friendly way. These guidelines outline your responsibilities within the Walking Bus scheme.

- Children will walk along a pre-determined, risk-assessed route at a set time, led and accompanied by trained adults wearing fluorescent tabards
- Children must walk sensibly and follow the instructions of the responsible adults. Your child(ren) must be briefed about the importance of good behaviour when using the Walking Bus; any child persistently misbehaving will be excluded from the scheme
- Parents/carers must inform the 'driver' if their child will not be on the Walking Bus
- The Walking Bus cannot deviate from its route to collect individual children and it is the responsibility of parents and carers to get their child to and from the bus stop
- The ratio of adults to children shall be 1:4 for infants and 1:6 for juniors, according to the school policy
- Insurance cover provided by the school is for public liability only and does not cover personal injury
- You must return a signed consent form before your child can join the Walking Bus.

Children's walking bus guidelines

If you want to be a passenger on the Walking Bus, remember:

- Behave sensibly
- Listen carefully and follow instructions
- Stay behind the 'driver'
- Stay with the group
- Avoid the road edge, especially when the pavement is narrow
- Be careful when crossing the road; always follow the instructions of the driver
- Enjoy your journey!