

Code of Good Practice for Pupils – Taxi Transport

Before your journey:

Your parents should ensure you are ready and waiting for the taxi at least 5 minutes before the scheduled pick-up time

Stand back from the road and wait in a calm and courteous manner

Only board the taxi when it has come to a complete stop and it is safe to do so

If your taxi is late, wait 10 minutes before contacting the operator.



During the journey, remember to:

Have respect for yourself

Find a seat as soon as possible and remain seated, facing forward, wearing your seatbelt **AT ALL TIMES**

Put your bags and equipment in the boot or in the foot well

Have respect for others

Do not bully others, shout or use abusive or offensive language

Do not distract the driver whilst he is driving

Take responsibility for your actions

Do not eat, drink or smoke in the taxi

Do not throw objects around or do anything which could damage any part of the taxi. Your parents may be charged for any damage you have caused

Do not operate doors under any circumstances

Drivers are instructed to report bad behaviour



At the end of your journey:

Remain seated until the taxi has come to a complete stop

Take all your belongings with you (including litter!)

Get out of the taxi in an orderly manner, and stand back from the road as the taxi moves off

Your parents should meet you at the drop-off point



Please Note

You should be well behaved at **all times**

If you make a nuisance of yourself or cause damage in a taxi, you are likely to have your right to travel **withdrawn**. It will then be your parents' responsibility to make their own arrangements to ensure you get to school



Change in circumstances – if you move address please contact the Pupil Transport Team on 0300 1234 101. If your parents/guardians contact number has changed please ensure the operator has the correct number