



School No: 2068 Established 1878

## 3.8 Transport for Excursions



### Help for non-English speakers

If you need help to understand the information in this policy please contact 03 5996 1744.

Children have the right to be safe while traveling in transport provided by Cranbourne Primary School OSHC. All vehicles used need to comply with the appropriate legislation and regulations. Maximum safety precautions will be maintained and parent permission will be obtained before a child travels on any type of transport.

### Procedures

#### Selection Transport:

- Drivers are to be licensed to carry the required number of passengers for the purpose.
- In selecting transport, Cranbourne Primary OSHC will ensure that a communication system is available for use in the event of an emergency.
- Cranbourne Primary OSHC will, wherever practicable and affordable, use buses fitted with seatbelts or where this is not possible, ensure that suitable safety precautions are taken.
- Children will not be left in the sole care and custody of bus drivers or others; staff ratio policies for Cranbourne Primary OSHC will continue to apply during transportation.
- Vehicle breakdown / accident:
  - In the event of injury occurring in the course of being transported, see Illness and Injury policy
  - While waiting for replacement transport / repairs, children will be kept safe, comfortable and occupied with suitable activities
  - In the event of a late return to Cranbourne Primary OSHC, every effort will be made to notify parents, eg. to arrange for a notice to be displayed at Cranbourne Primary OSHC or to contact parents individually.

### Relevant Laws and Regulations

Education and Care Services National Regulations, 100-102, 168 Education and Care Services Act 2010, section 165, 167, 169 Childrens Services Act, 29A  
Childrens Services Regulations 2009, Part 5, 53-56

Quality Area 2 and 4

### Relevant Policies

## Excursions Illness and Injury

### Review Information

Policy last reviewed	Sep 2022
Approved by	School Council
Next scheduled review date	Sep 2025