



### I. Preamble

As part of its service to parents, the DSJ organises bus transport for pupils despite the fact that the journey to and from is the parents' responsibility. It is, therefore, also the parents' duty to influence their children in the matter of conduct on the buses. The basic principle must be that pupils are considerate and respect one another. Such tolerant behaviour alone will ensure that we have a safe, orderly, and friendly transport system to school and home again.

The Schulleitung will appoint Bus Prefects to support pupils. These persons will be chosen by the Schulleitung, and will be introduced to all pupils of the DSJ. They will receive a badge to indicate to pupils, parents, and bus personnel that they are Bus Prefects. All pupils of the DSJ must obey instructions by Bus Prefects while on the buses.

### II. Instructions to all Persons who travel by School Bus

The Code of Conduct of the Deutsche Schule zu Johannesburg is in force on the buses. In essence, this means that all pupils on the buses shall behave in such a way that neither they nor any other pupil experiences any harm. This means:

- Every pupil must sit down on a seat. If not enough seats are available, small children must be given a seat and bigger ones must stand because they can more easily hold on to the straps.
- School satchels or bags must be placed under the seats or between the seats.
- Nothing may be dangled or thrown out of the windows.
- Other persons in the traffic may not be annoyed or disturbed.
- Messing on the seats is forbidden: no eating (ice cream) on the buses, no feet on the seats.
- At the end of the school day, buses may only be boarded shortly before departure once the bus driver has allowed it. Romping around and pushing are forbidden.
- During the trip, the bus driver must see to the secure driving of the bus. The drivers must not be addressed during the trip or disturbed in their responsible duty by ill or rowdy behaviour.
- All pupils must obey instructions issued by the bus drivers or the Bus Prefects.
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### III. Duties of the Bus Prefects

On the basis of the Code of Conduct of the Deutsche Schule zu Johannesburg, the Bus Prefects take on the duty of monitoring order and security on the buses. Through their own behaviour, they serve as an example to others. This means that they are required to live up to the rules of the school in an exemplary manner, both inside and outside school. Rules regulating the school uniform are a case in point, because the Bus Prefects represent the DSJ both inside the school and in public.

3.1. The detailed duties of the Bus Prefects are:

- To regulate in a friendly but firm manner good conduct on the buses according to the regulations above.
- To arrange, according to the regulations above, that every pupil has a secure seat.
- To ensure that the rules of the school are kept (no violence, smoking, alcohol etc.).
- To settle squabbles amongst pupils, or inform the Schulleitung (Mr. van Wyk).
- Inform the Schulleitung (Mr. van Wyk) immediately of any complaints.

The Bus Prefects act on the orders of the Schulleitung in their efforts to establish order on the buses. Their advice has the character of an instruction that all those who make use of the bus transport must obey.

3.2 The respective Bus Prefect will attend the conference in an advisory capacity in cases where punishment has to be considered for an infringement of the rules on the bus. The Principal may exclude pupils who repeatedly disturb on the bus and/or who refuse to obey reasonable directives given by the Bus Prefects from using the bus for a limited period of time.

3.2. Procedure to lodge a complaint

Complaints by pupils about Bus Prefects must be submitted in writing, signed by the complainant, to the Schulleitung (Mr. van Wyk), stating clearly what the matter is about. The Schulleitung will investigate the complaint and, if necessary, take steps.

Until further notice, valid as from 13 January 2013.

Signed: OStD E.M. Schreiner  
Principal of the DSJ