

## 'Bus Ready' checklist:

Prepare your child for catching the bus by following these six steps:

### 1. Apply for a school travel pass

All students catching the bus between home and school will need a school travel pass. Apply online by visiting the School Student Transport Scheme website: [apps.transport.nsw.gov.au/ssts/#/](https://apps.transport.nsw.gov.au/ssts/#/)

### 2. Explain how catching the bus works

Knowing how to catch the bus will help your child feel safe and comfortable when travelling.

### 3. Identify which bus stops your child will be using

Awareness of which bus stops your child should use will help them feel more confident when boarding and departing the bus.

### 4. Remember the school bus number

All bus services are identifiable by the number displayed on the front of the bus. Knowing which bus to catch will help prevent your child from getting on the wrong bus.

### 5. Create a weekly bus schedule

A weekly schedule could help prevent your child from getting on the bus when they should be somewhere else like after school care or when getting picked up from school.

### 6. Label your child's belongings

Labelling belongings will help Busways to return lost belongings to the school and then back to your child. When labelling belongings, ensure that your child's name and school name are on all their belonging.

## Catching the bus with Busways

Transporting thousands of students, Busways is the bus operator that runs your schools' bus services, safely transporting students between home and school each day.

With over 77 years' experience in the transportation industry, Busways wants to reassure parents that their children will be safe and can feel confident in trusting that they will reach their destination safely.

## Lost property enquiries

In the event that your child has lost their belongings on the bus, contact Busways by either completing the lost property form on the Busways website: [busways.com.au](https://busways.com.au) or by contacting **1300 69 2929**.

All lost property found on our buses are logged and stored for three months.

## School travel enquiries

To make an enquiry about school travel passes, the bus services or to provide feedback, please contact Transport for NSW by visiting [transportnsw.info/contact-us](https://transportnsw.info/contact-us) or call **131 500**.

# School Bus Ready

Busways' school bus travel guide for new students and parents



## Safety around buses

Buses are common around schools and being a large vehicle students and parents should be aware of them when around the school.

When around buses, students and parents should remember to:

- Avoid standing in front or behind the bus
- Wait until the bus has departed the bus stop before attempting to cross the road
- Wait a safe distance away from the curb when waiting for the bus to arrive or to be picked up by a parent
- Wait for a parent before approaching or crossing the road
- Cross the road at designated crossing points with a parent: traffic lights, zebra crossings, pedestrian crossings. If a crossing point is not available, find a location where the road is clearly visible in both directions.

Following the above safety tips, students can be safer around buses.

## How parents can help keep students safe

Parents, whether you are picking up your child or letting them catch the bus, you can help keep your child and others safe by remembering to:

- Be mindful that students around buses and the school may be trying to unsafely cross the road
- Always meet your child on the same side of the road as the bus stop
- Driving the 40km/h speed limit in school zones during set times
- Look out for bus flashing lights, indicating that the bus is picking up and dropping off students
- Give way to buses when they merge back into traffic
- Allow your child enough time to safely reach the bus stop
- Remind your child to be safe on and around buses.

Remembering these points will help make your school community a safer place for yours and other children.

## School bus timetables

School bus timetables can be found on the Busways website by using the following steps:

1. Go to **[www.busways.com.au/nsw](http://www.busways.com.au/nsw)**
2. Click on 'school services' in the navigation bar and then proceed to 'school timetables'
3. Enter the name [*name of school*] in the area that says 'enter a school name'
4. Select the school name and the timetable should open on your device
  - If you are unable to find or search for the school name, use the drop-down menus on the same web page to find the school.
5. Once the timetable is opened, you will be able to identify which school bus services are available in your area for your child to use.

For all timetable enquiries, please contact Busways by emailing **[infoline@busways.com.au](mailto:infoline@busways.com.au)** or calling **1300 69 2929**.

