

# Methven Primary

## WALKING BUS



### Meeting point at Methven Primary - 3pm

- Complete sign in at the flag pole out side the office and identify missing children. - text the parents of the missing children
- Children are to be lined up
- Manual headcount before the bus leaves
- 1 HP leader at the back of the group - no children behind



- Teacher Aid classroom



- The path we take is between this class and the pool.
- DO NOT USE THE BUS LANE



- Walk by the Mt Hutt College office block and there is the hall.
- If you have a missing child which has arrived at the hall please update the parents and make sure they know where to go going forward.

## ALL STAFF ARE RESPONSIBLE FOR THE WALKING BUS

- This walking bus does NOT exit school methven Primary and Mt Hutt College grounds
- All staff are responsible for keeping a close on traffic, especially where we are crossing roads or driveways.
- A least 1 staff member MUST carry a phone
- STOP / EMERGENCY SIGNAL - Stop walking and Hand up in the air.
  - This signal is to be used to stop the bus to prepare for road crossings or if there is risk.
- No children should be in front of the bus leader
- Stopping at road crossings.