

# School Bus Driver Drug & Alcohol Policy

---

**Purpose:**

To provide clear guidelines regarding the requirements of all School Bus Drivers in relation to Drug & Alcohol and the safety of bus operations. To provide a safe and healthy work environment and ensure that all persons are fit to carry out their duties and provide safe transport for all users of the bus.

---

**Scope:**

All persons driving the bus for and on behalf of Koonwarra Village School.

---

**Implemented by:**

Principal

---

**Approved by:**

KVS Board

---

**Communicated via:**

Staff induction, staff handbook, parent handbook, website.

---

**Reviewed:**

Every three years or as legislative changes arise or improvements are identified.

---

## Definitions

**School Bus** is any bus utilised by the school for school purposes.

**Bus Driver** is any person driving a School Bus for the purpose of transporting students or equipment for school purposes.

## Overview

Koonwarra Village School (KVS) utilises buses for transporting students to and from locations outside the school for Out 'n' About events, Camps and Excursions. An optional bus service is also provided to families for the transport of students to and from school on a non-commercial basis, with a nominal fee charged for cost recovery purposes..

KVS has a responsibility as a registered private bus operator to have a Drug and Alcohol Management Policy.

KVS is committed to compliance with the Bus Safety Act 2009 (Vic) and Bus Safety Regulations 2010 (Vic).

KVS is committed to a zero tolerance alcohol and illicit drugs working environment and will take steps so far as is reasonably practicable to endeavour that all persons driving the bus have a zero level for alcohol and illicit drugs immediately prior and while driving the bus and are not impaired by other drugs.

## Bus Driver Responsibilities

It is the responsibility of every person when reporting for duty or while at work to ensure they:

- have no drugs or alcohol present in their blood or breath immediately before, or while driving the bus
- are not impaired by drugs or medication(s) immediately before, or while driving the bus
- inform their treating health practitioner or pharmacist of this policy when being prescribed medications

## School's Responsibilities

School administration will:

- keep an updated register of all staff who drive the school bus.
- Take reasonable steps to ensure all Bus Drivers have read and understood and will comply with all relevant aspects of this policy

## Related Documentation

- Bus Safety Act 2009 (Vic)
- Bus Safety Regulations 2010 (Vic)
- Bus Driver Register

## Related Policies

- Emergency Management Policy