

## Code of Conduct College Transport

The College provides a transport service to support your travel to and from college.

You must always ensure that you have your travel pass when leaving home as you will **not** be able to travel without it.

**Note:** CCTV is in use on all services.

### When using the service we expect you to:

- Wear a face covering
- Show your travel pass to the driver
- Follow driver's directions in relation to Covid-19 safety requirements
- Treat the drivers and fellow passengers with respect
- Take your litter with you or use the bins provided
- Respect the needs of anyone with a disability
- Wear seat belts for safety and legal requirements
- Not smoke whilst inside the vehicle – this includes the use of e-cigarettes and vaping (smoking is against the law for everyone in vehicles)
- Not use offensive language
- Keep noise, including music, to a minimum
- Not damage the vehicle – if you do, you will be responsible and will have to pay for the damage.
- Not to take part in boisterous behaviour, which could distract the driver or cause offence to other passengers.

**Note: Failure to comply with the above may result in disciplinary action and/or withdrawal of your travel pass.**

I agree to abide by the above code of conduct whilst using the College transport services.

*If you have any queries, problems or concerns about travel on the College transport service please report this to Student Services*