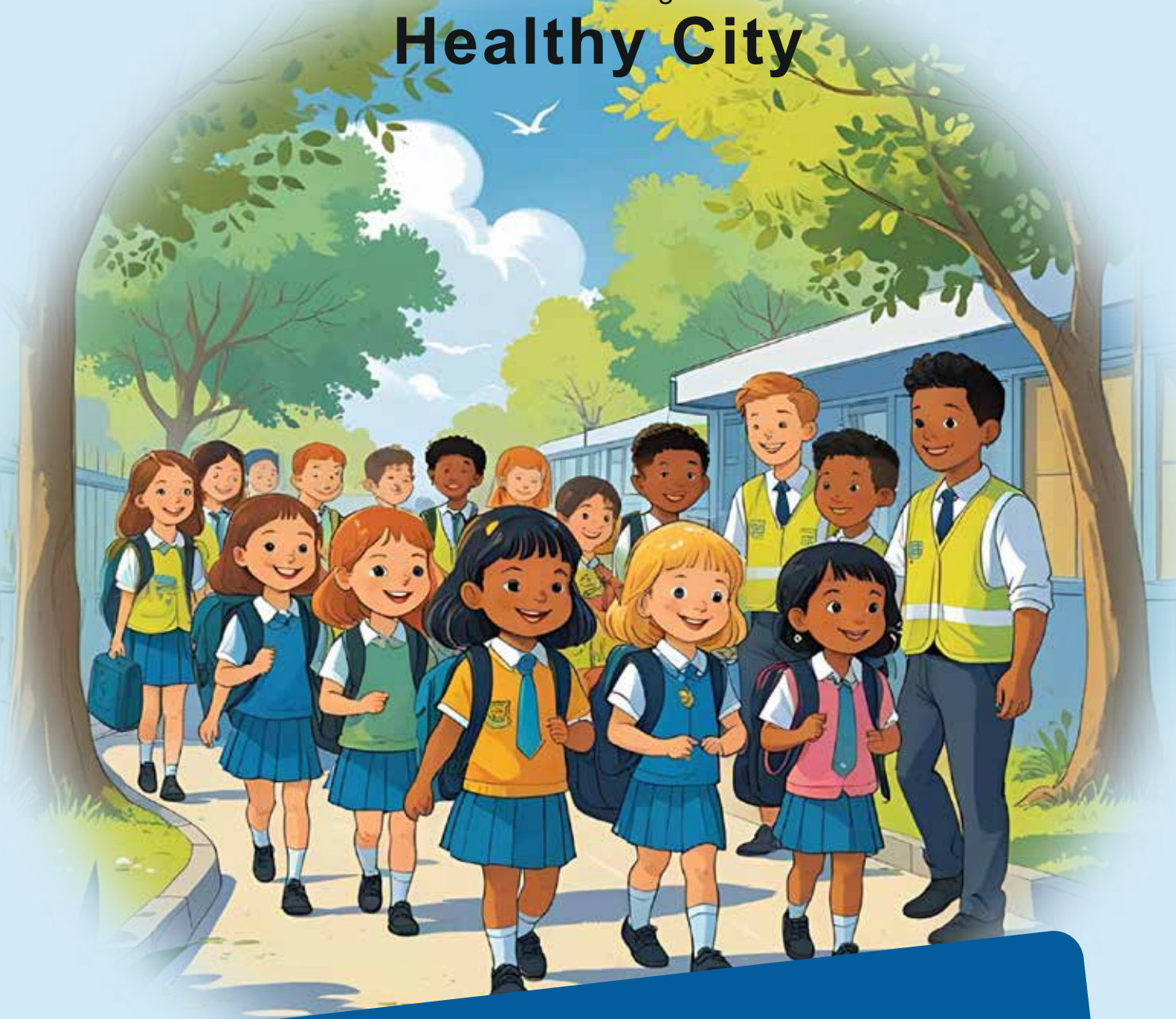




Belfast

A World Health Organization

Healthy City



WALKING BUS TOOLKIT

OUR VISION

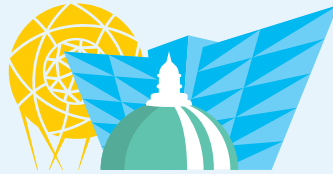
Our vision is to be a leader in creating a healthy, equitable and sustainable city.

OUR MISSION

our mission is to promote health and wellbeing, provide inspiration and facilitate innovative collaborative action and good policies through:

- Leadership and learning from the WHO European Healthy Cities Network
- Supporting research, sharing evidence and building capacity
- introducing and piloting innovative concepts and approaches
- Maximising partners' impact on health and inequalities





Belfast

A World Health Organization

Healthy City

BELFAST HEALTHY CITIES

The WHO European Cities Network, focuses on the overarching WHO framework for global health, the United Nations 2030 Agenda for Sustainable Development, consisting of 17 ambitious Sustainable Development Goals (SDGs), which is aligned with WHO Europe's United Action for Better Health. The current phase of the WHO Healthy Cities Network has identified six core themes: People, Place, Participation, Prosperity, Peace and Planet and within each of the themes there are a number of priorities that represent areas for improving health and well-being and reducing health inequalities,

Belfast Healthy City's Walking Buses are an example of our work that assists with working toward reaching many of the SDGs as well as promote the WHO Healthy Cities 6 Ps core themes.



About this Toolkit

This Toolkit outlines the steps and provides the resources to be used by schools to implement a Walking Bus.

1

Identify a Walking Bus Coordinator

5

Walking Bus Toolkit
STEPS

Assess Interest

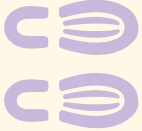
2

What is a Walking Bus?

A Walking Bus is a group of children who walk to school supervised by adults. Children and adults wear high-vis vests and walk along a designated route, to ensure adequate safety. The starting point of a Walking Bus is called a "Park and Stride" which is a location 10-15 minutes' walk away (~1 mile) from the school, with adequate parking or an easy drop off point. At a "Park and Stride" location parents/carers can quickly and safely drop their children off to join the Walking Bus and it provides children living further away the chance to complete at least part of their journey by foot, as well as reduces congestion at school gates. A Walking Bus leaves from the "Park and Stride" starting point, and walks to school, stopping at additional drop off points to pick up more children along the way. These stops along the route can pick up children who have walked to an agreed collection point or can include additional "Park and Stride" stops.

Design a Walking Bus Route

3



What are the benefits of a Walking Bus?

- > Improves mental and physical health
- > Builds confidence and social connections
- > Children arrive at school more alert, focused and ready to learn
- > Connecting with nature and spending time outdoors
- > Works toward climate action
- > Reduces traffic congestion
- > Lowers air pollution levels
- > Promotes opportunities to create a safer and cleaner environment

Deliver the Walking Bus

5

Conduct a Route Risk Assessment

4

Healthy Transport Teaching Resource

Belfast Healthy Cities has created a set of lesson plans and learning activities to teach children about topics related to healthy transport and Walking Buses. The Healthy Transport teaching resource links back to many themes of the Northern Ireland Primary School Curriculum, predominantly The World Around Us and Personal Development and Mutual Understanding. These teaching resources cover 5 units: air pollution, history of transport, active travel, school travel and road safety. Through the school travel unit children have an opportunity to be active citizens and work to complete the steps outlined within this Toolkit to create a Walking Bus project.

To obtain more information and begin utilising the Healthy Transport Teaching Resource email Belfast Healthy Cities info@belfasthealthycities.com

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STEP 1

IDENTIFY A WALKING BUS COORDINATOR

In this step you will identify who the key people or stakeholders and resources are to develop and implement a Walking Bus. Consider who will recruit volunteers and students, who can assist with creating and assessing a safe route to school. Stakeholders can also include those with knowledge and resources to promote the Walking Bus, encourage children to participate long term and support children as they walk to school.

- > First identify who will serve as a **Walking Bus Coordinator**. This can be a school staff member or parent/carer volunteer, who will lead the development and delivery of the Walking Bus. A Walking Bus Coordinator will be responsible for following the 5 steps within this toolkit.

Additional stakeholders could include:

- > School principals and teachers, who can support walking children and/or promoting the Walking Bus.
- > Organisations or individuals able to provide technical support to develop appropriate start locations, routes for Walking Buses and safety measures, such as an urban planner, traffic planners, PSNI, community development workers and local councillors.
- > Local organisations and residents who can provide additional support, such as additional funding, special incentives to encourage children to participate or serving as Walking Bus volunteers.

TOP TIP

Consider hosting a meeting with all key stakeholders. This introduction meeting would provide an opportunity to state your case of the benefits of a Walking Bus and give information on implementation and delivery.



FAQ

Teacher FAQ Video

Belfast Healthy Cities has created a video “A Teachers Guide for Walking Buses” in which teachers from Ballysillan Primary School and formally Our Lady’s Girl’s Primary School in Belfast share their experience of organising the Walking Bus. This video offers information and tips on common questions, such as how to staff a Walking Bus, insurance examples and how to get parents/carers involved.

When will a Walking Bus operate?

A Walking Bus can operate all year round, with special provisions such as dressing appropriately and wearing more reflective clothing and lighting during winter months. The Walking Bus can operate once or twice a week or every day.

What are the costs associated with a Walking Bus?

Potential costs of a Walking Bus include high vis vests and stop and go paddles. Additional costs can include school personnel, incentives to encourage children to participate (e.g. stickers, healthy snacks or prizes) and anything to help make the launch of the Walking Bus fun and exciting. The cost will be dependent on the budget available to the schools and by no means are a requirement for schools in order to deliver a Walking Bus.

What is the ratio of supervision for children and volunteers?

- > Ratio for children aged 4-8 years is one adult for every six children
- > Ratio for children aged 9-12 years is one adult for every eight children

What happens when it’s raining?

A Walking Bus should continue to operate unless it is an extreme weather event. Walking Bus Coordinator and volunteers should come prepared for the weather, and it is suggested reminders are sent out to parents/carers regarding dressing appropriately for adverse weather conditions.

What happens if a volunteer is unable to attend?

All volunteers should be scheduled based on a rota. If a volunteer is unable to attend, they must notify the Walking Bus Coordinator and other volunteers in a timely manner so a new volunteer can be added to the rota for the day. It is suggested that one volunteer is on call in case of a cancellation or that a rota has the minimum number volunteers based on ratio plus one additional volunteer, in case of a last-minute cancellation. Should ratios not be able to be maintained the Walking Bus will be cancelled.

STEP 2

ASSESS INTEREST

Step 2 is an opportunity to understand how children currently travel to school and gather evidence to support the need for the school to start a Walking Bus, as well as better understand what support from school staff and/or parents/cares is already in place.

PART 1 Staff Interest:

The Walking Bus Coordinator should meet with principal/ school staff to discuss the importance of establishing a Walking Bus and assess interest in helping with project planning and delivery.

OPTIONAL - PART 2 Parent's Interest:

Send out the travel survey to parents/carers throughout the school to gather insight into; how children are currently traveling to school, parents/carers interest and understanding of walking to school and gauge support among parents/carers to both use and volunteer with the Walking Bus.

- > A Travel Survey Poster can be sent to Parent/Carers and can be attached to an email, printed and sent home with children or uploaded to the school website and homework apps to promote uptake of the survey.
- > Use the results of the Parent/Carers Travel Survey to build a case for the need and benefit of a Walking Bus and recruit potential parent/carer volunteers.

PART 3 Children's Interest:

An additional School Travel Student Tally Sheet for children can be used by teachers to determine how children currently travel to school and provide an opportunity for a classroom discussion on Walking Buses and encouraging children to participate. The School Travel Student Tally Sheet can be used with students for 1-2 weeks.

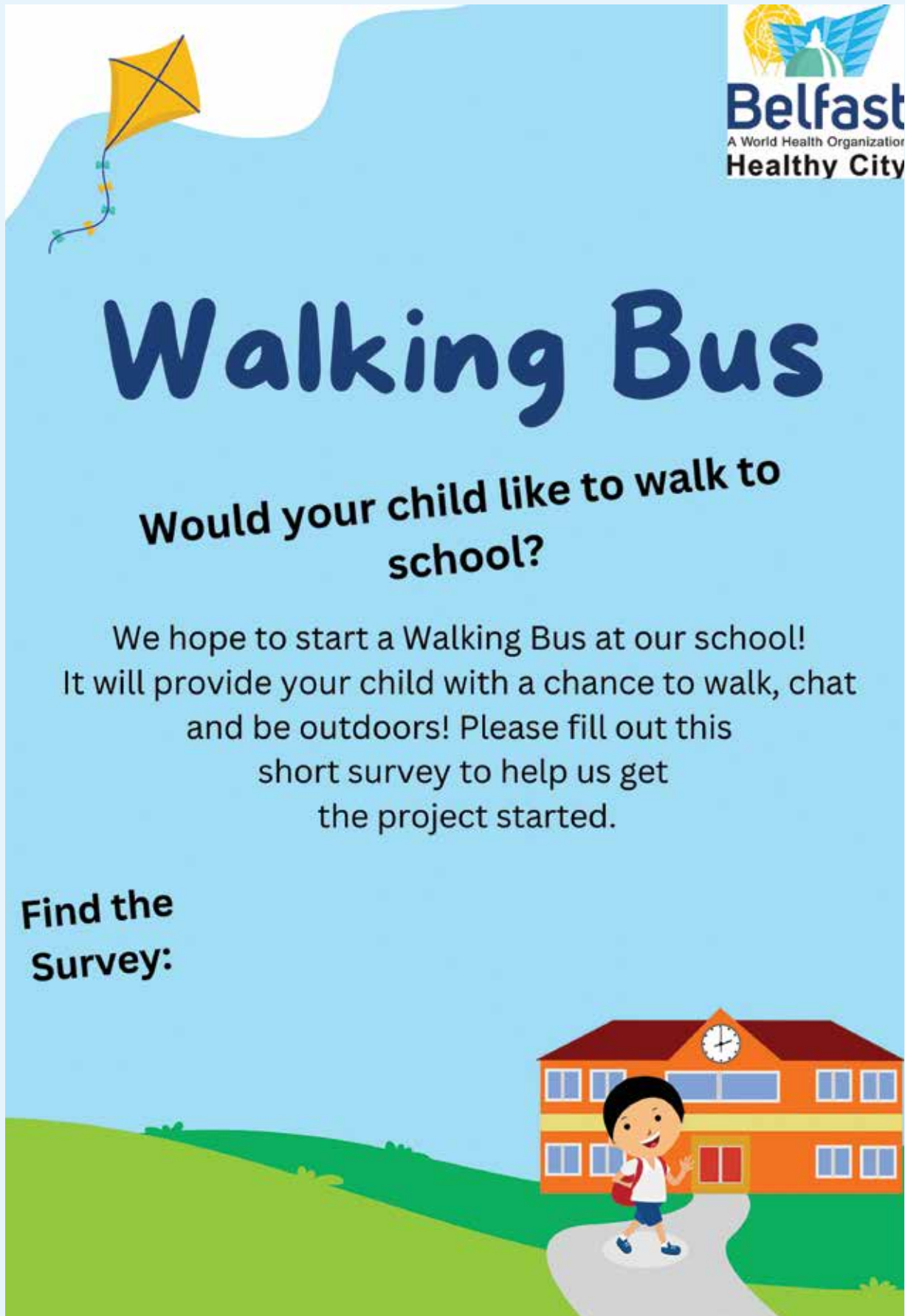
- > School Travel Student Tally Sheets can be done as a "hands up" classroom survey each morning or placed in the classroom for children to fill out on arrival.

TOP TIP

If necessary, consider hosting a meeting with parents/carers to explain the importance of a Walking Bus, role of volunteers and how children can get involved

TRAVEL SURVEY POSTER:

At the bottom, add a QR Code for the online survey or how to access a printed copy



Send this survey out to parents/carers within the school to assess interest and gather information on how children travel to school. Use Google Forms, Teams Forms, Survey Monkey or Smart Survey to create an online version.

Parent/Carers School Travel Survey (optional)

School Travel Survey

Please complete this survey to help our school establish a Walking Bus. The information in this survey will follow GDPR guidelines and will only be used by the Walking Bus Coordinator and school principal. The information provided in this survey will help guide our decision making and raise awareness for a Walking Bus project

Name:

1. What class/es is your child/children in?*

- P1
- P2
- P3
- P4
- P5
- P6
- P7

2. How far is your home from the school?

If you aren't sure provide an estimate*

- within 300 meters (5 minutes or less to walk)
- within 1km/0.6 miles - (Less than 10-minute walk)
- within 2km/1.2 miles - (Less than 20-minute walk)
- within 5km/3 miles
- within 10km/6 miles

3. How does your child/children travel to school most often?

Please choose most relevant*

- Walk
- Cycle
- Scooter
- Bus
- Car
- Walking Bus
- Other (please specify):

4. Who takes your child/children to school? Please choose one of the following.*

- Older brother/sister
- Child travels alone
- Parent
- Guardian
- Grandparent
- Neighbour
- Other (please specify):

5. What is the reason for not walking to and from school?

Please choose ALL that are relevant.*

- It's not safe to walk
- Distance to school is too far to walk
- Don't have enough time
- Children have no one to walk with
- Children are too young to walk
- Would create additional stress
- Disability/medical reasons
- Children walk to school at present
- Other (please specify):

6. What are the ROAD SAFETY concerns for your child/children walking to school?

Please choose ALL that are relevant.*

- Not enough crossings for children on the route to school
- Too much traffic
- Traffic too fast
- Poor pavement conditions (damaged/uneven pavements, narrow pavements)
- Car parking on pavements
- Poor weather
- Other (please specify):

7. What is the reason for travelling to and from school by car?

Please choose ALL that are relevant.
*

- Disability / health
- Personal choice to take the car
- Unable to carry work/personal items walking or cycling to take child to school
- Haven't the time in the morning to walk or cycle
- It's on the route to my drive to work
- It's more convenient to drive to school
- Feels safer
- Too much air pollution
- Live too far from school
- Other (please specify):

8. Does your child/ children use any off-road walkways or greenways as part of their route to school?

- Yes
- No
- Other (please specify):

9. In your opinion how would you rate the level of traffic congestion around the school in the mornings?*

- Very dissatisfied
- Dissatisfied
- Neutral
- Satisfied
- Very satisfied
- Other (please specify):

10. What would need to change to allow your child/children to walk to and from school?*

11. Would you consider allowing your child/children to walk to school with children attending the same school, if supervised by adults? (Walking Bus) *

- Yes
- No

12. If your child/children walks to school currently what are some of the benefits of walking to school for your child/children?*

13. Would you like to get involved in the Walking Bus as a volunteer to help children walk to school? *

- Yes
- No
- Other (please specify):

14. Do you have any other comments or suggestions to encourage your child/children to walk to school?

STEP 3

DESIGN A WALKING BUS ROUTE

Use the [Google Map Guide](#) to assist with Step 3..

PART 1: COLLECT AND MAP INFORMATION ON THE SCHOOL CATCHMENT AREA AND LOCATION OF PUPILS

This part creates a foundation to begin creating the Walking Bus route using Google Maps.

- Obtain anonymised postcodes of children attending your school from the school principal.
- Create a google email account.
- Sign into Google <https://www.google.com/maps/d/> and create a map.
- Plot the school location on the map.
- Plot each of the postcodes to represent where children live.

PART 2: IDENTIFY A SUITABLE START LOCATION FOR THE WALKING BUSES

In part 2 you will determine the safest, most efficient location to start the Walking Bus and reach the most children.

- Look at the map and see where the most children live. Identify a start point for the Walking Bus.
- The start location of the Walking Bus to the school should avoid busy roads and dangerous crossings where possible.
- Should be located 10-15 minutes' walk (1 mile or less) away from the school.
- Include a 'Park and Stride' in an area which offers a convenient drop-off point for families who live too far to walk, allowing children to join the Walking Bus.

PART 3: MAP A SAFE WALKING ROUTE FOR THE WALKING BUS

In part 3 you will bring all the information from part 1 and 2 together to connect the dots and establish a safe walking route.

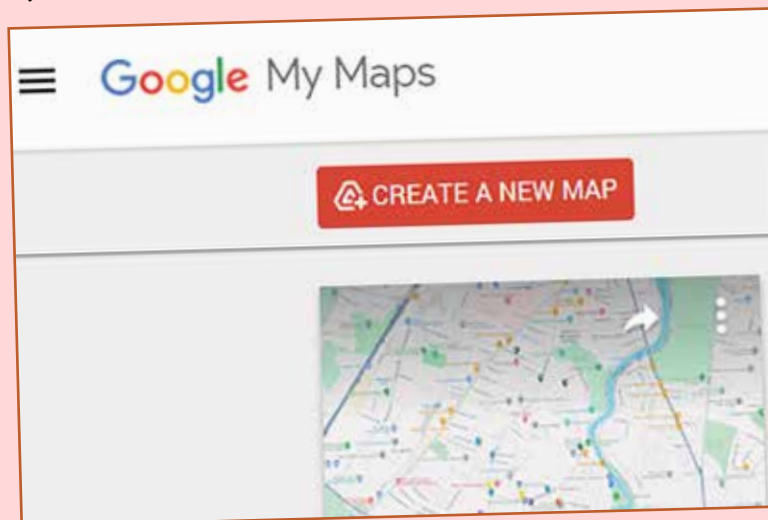
- Plot and connect points to create a quick and safe route from the Walking Bus starting point to the school, including stops to pick up additional children.
 - Consider a route with:
 - Green space
 - Wide footpaths
 - Safe crossings
 - Location close to the majority of children's homes
 - Avoids busy roads

How to Create a Google Map Guide

Use the Google Map Guide to complete all parts of step 3: plotting postcodes, identifying a start location, and mapping a safe route.

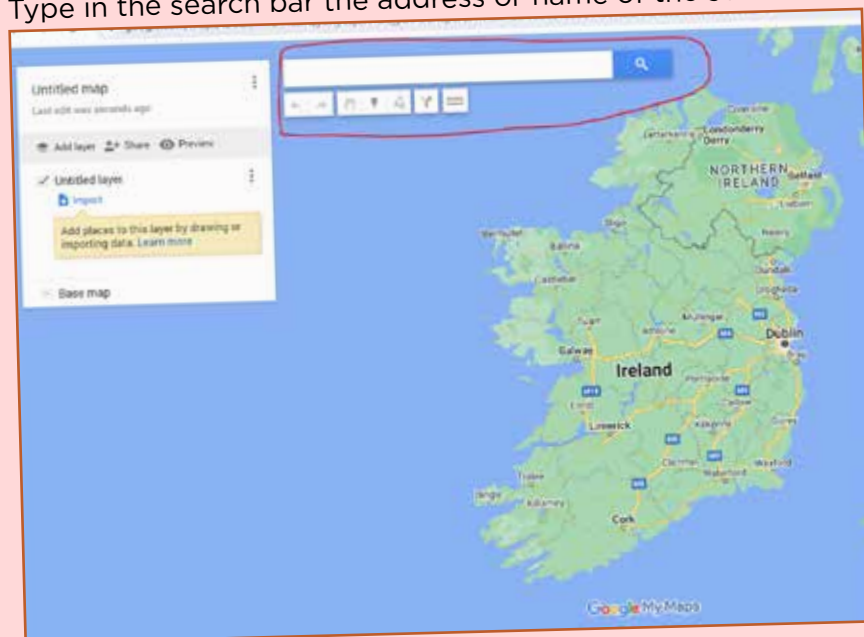
Part 1:

- 1) Create a google account.
- 2) Sign into My Maps using a google account.
- 3) Click in the top left "Create a map."

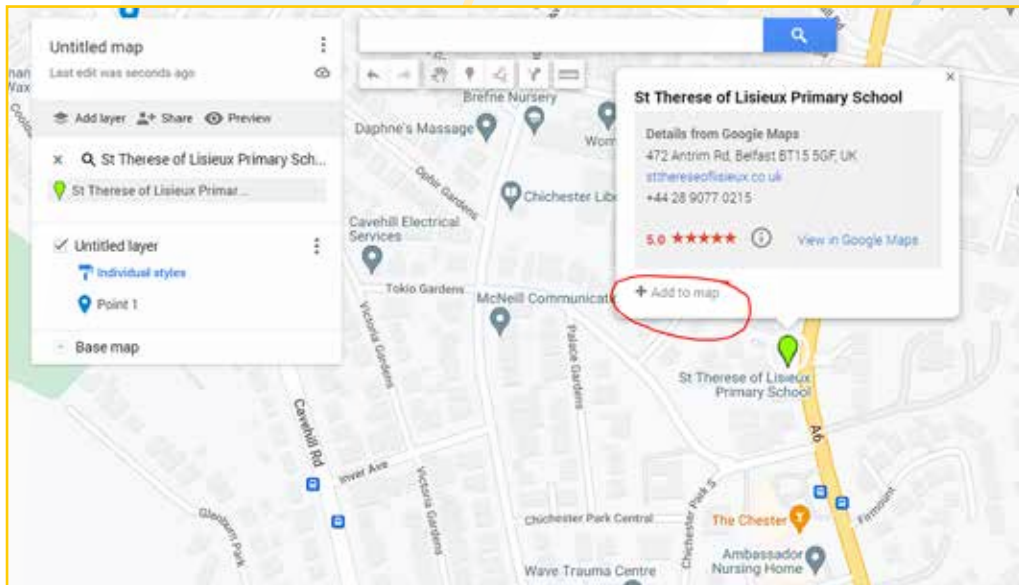


Part 2:

- 4) Type in the search bar the address or name of the school.




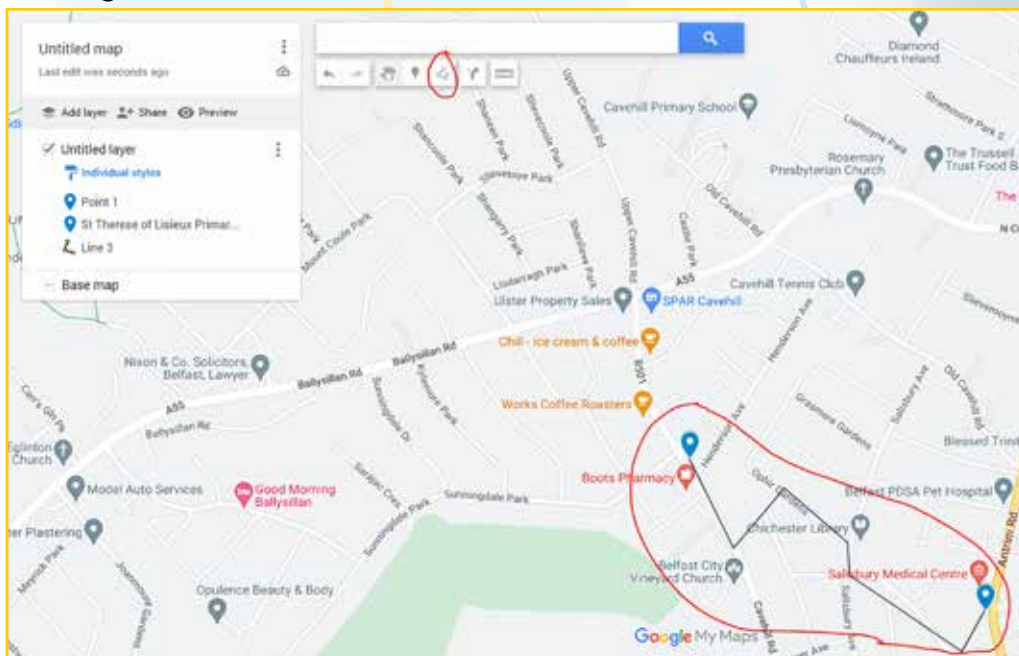
5) A box will pop up, Click in the bottom left “Add to map.”




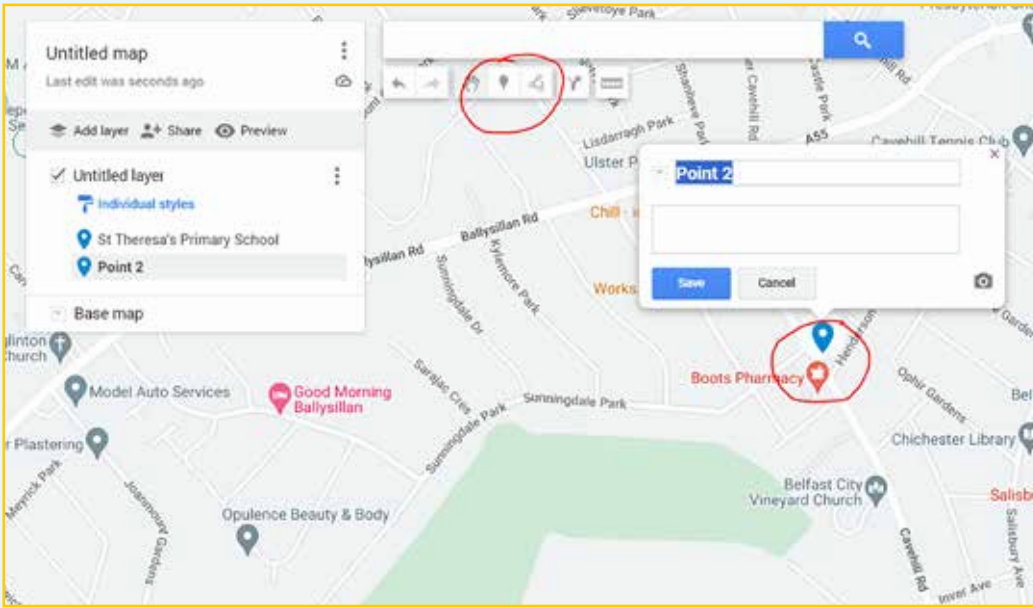
6) Repeat steps 4-5 to add points to the map, such as plotting post codes.

7) Look on the map to identify a safe route to walk to school.

8) **Draw the route on the map:** click the  symbol under the search bar, click your starting point and a line should then appear. Use this line to draw your walking route finishing at the school. Click the school point once you are finished to stop drawing.

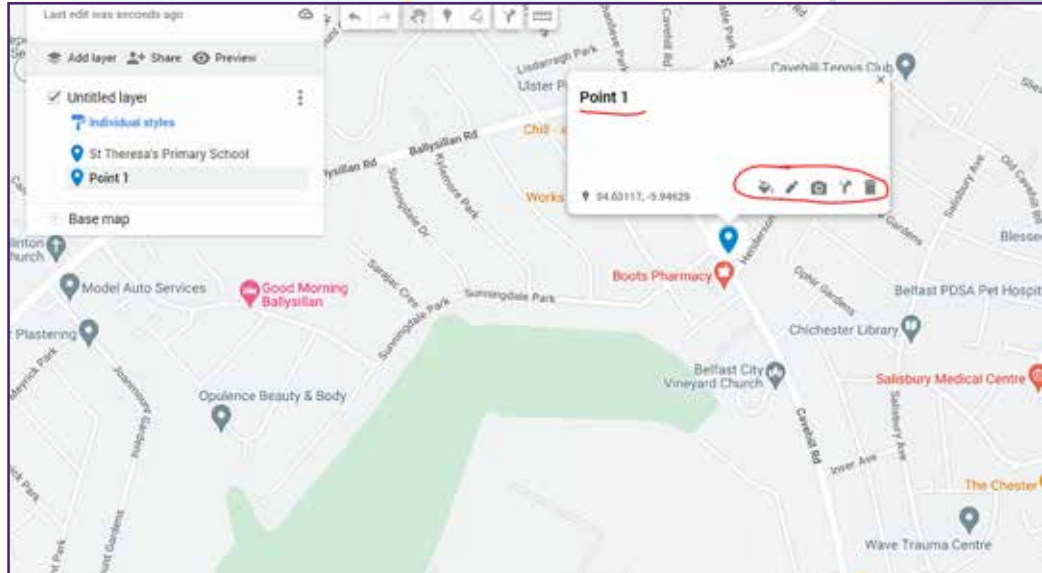



- 9) Plot a few “Bus Stops,” children pick up points along the route: Under the search bar click  symbol then click on the map where you would like the marker (pick up point) to be placed, choose a name and hit save.

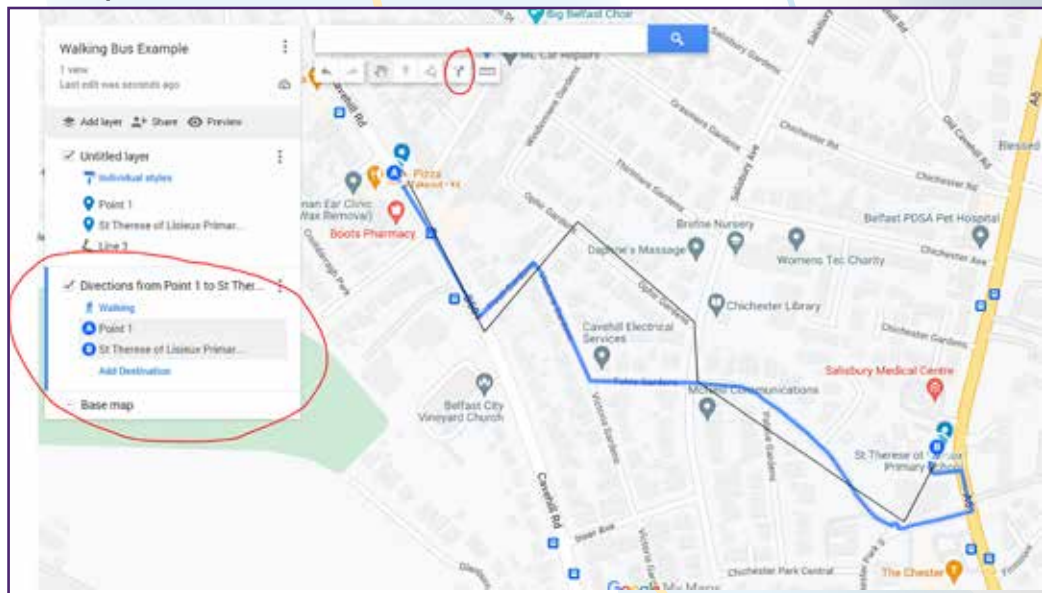



Additional Information

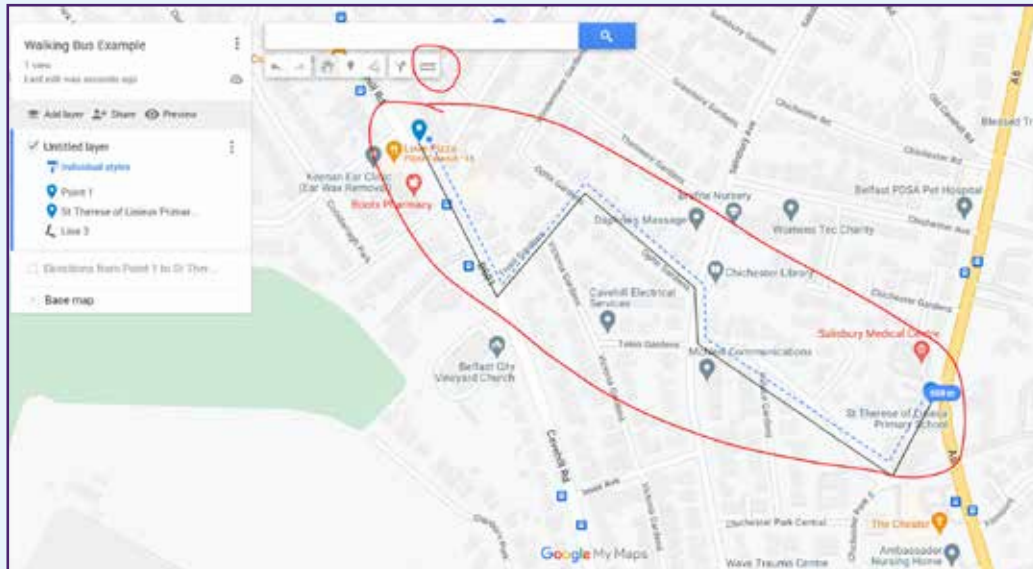
- To edit the colour, name, add an image, direction or delete a point click the marker and a toolbox will appear.



- To compare your own route with a suggested route from google maps, click the  symbol. In the toolbox to the left choose mode of transport such as walking. Then click your starting point and end point, a suggested route will be added to the map.



- To measure the route distance, click the  symbol under the search bar. Click the starting point, click multiple points along the route to begin connecting points and creating a line along the route. Click the final point twice to stop drawing.



STEP 4 COMPLETE A ROUTE RISK ASSESSMENT

In Step 4 you will conduct a risk assessment by walking the identified Walking Bus route. This will allow you to test the time it would take to follow the route, identify any unsafe crossings, unclean conditions or additional potential risks for the children walking.

- > Use the **Risk Assessment** to conduct an assessment 1) before confirming the route, to test if the designed route is safe prior to agreeing on it 2) close to the start of the first day of the Walking Bus to identify any potential risks or hazards that may occur on the first day. It can be continued to be used periodically to assess new risks and required safety measures.
 - o Types of risk could include obstacles on pavements (bins, cars, dog fouling) steep gradients, uneven surfaces, driveways/entrances, sharing routes with others (dogs, pedestrians', joggers, cyclists), width of footpaths, and visibility/safety at crossings and junctions.
- > To mitigate risk, it will be important to:
 - o Conduct regular risk assessments to plan for any hazards
 - o Wear high-vis vest or bright coloured clothes (especially on dark mornings)
 - o Maintain ratios
 - o Consider students medical conditions and fitness levels
 - o Walk single file on the far side of the kerb
 - o When crossing have one adult volunteer remain blocking traffic until the group has passed.

Risk Assessment

Use this table to identify potential risk and mitigation measures.

Location:

Date:

IDENTIFIED HAZARD(S)	WHO MIGHT BE HARMED AND HOW	WHAT ARE YOU ALREADY DOING TO MITIGATE THE RISK	WHAT FURTHER ACTION IS NECESSARY	HOW WILL YOU PUT THE RISK ASSESSMENT INTO ACTION (WHO/WHEN)	ADDITIONAL INFORMATION

STEP 5 DELIVER THE WALKING BUS

PART 1 RECRUIT VOLUNTEERS:

The resources in part 1 support you to identify and recruit volunteers to walk the children to school, this can be school personal or parent/carers volunteers. When seeking volunteers and creating a rota schedule to staff the Walking Bus, ensure there is a volunteer serving as the “driver”, monitoring students at the front of the Bus and a “conductor”, supervising children at the back.

Additional support volunteers should be added to the rota to ensure that ratio guidelines are followed and are present in case any volunteer is unable to meet their scheduled time.

All volunteers should be made aware of expectations and roles and will be asked to complete an AccessNI check. Once volunteers have been identified, use the resources provided in this section for official registration.

VOLUNTEER RECRUITMENT RESOURCES

- Send a volunteer email to parents/carers and school staff to ask for their support in walking children to school.
- Circulate a poster and information sheet to encourage volunteers to join.
- The Walking Bus Coordinator can use the Volunteer List to keep track of volunteers and requirements.
- Prepare volunteers
 - Conduct AccessNI checks for all non-school staff volunteers, this can be the responsibility of the volunteer or school.
 - Volunteer Now can assist <https://www.volunteernow.co.uk/organisations/safeguarding/access-ni/>
 - Obtain Volunteer Sign Up forms from all volunteers.
- Create a rota to staff the Walking Bus.
- Train Volunteers
 - Optional: Use the Induction PowerPoint to share information on what a Walking Bus is, their role as a volunteer and road safety
 - Make sure volunteers are familiar with the route
 - If the passenger list is being used each morning, ensure volunteers know the expectations
- Develop a plan to follow in case of an emergency.



Parent/Carer Volunteer Email

Send email to parents/carers school staff to recruit Walking Bus volunteers and children

Dear Parents/Carers,

We are working to establish a Walking Bus to operate each morning. A Walking Bus is a group of children who walk to school, supervised by at least two adults, one at the front and another at the back.

Children wear high-vis vests or bright clothes, and walk to school along a designed safe route, stopping along the way to pick up additional children. In order to establish this great project we are seeking your support. We are looking for volunteers to serve as the leaders of the Walking Bus each morning. The more volunteers involved the larger the rota and more flexibility.

A Walking Bus is a great way for children to be physically active, spend time outdoors and socialise. Children have been shown to arrive more alert and ready to focus. This project allows us as a school to not only work toward climate action but also help children develop healthy habits. Therefore, we would really appreciate your support in getting this project up and running. If you are interested in assisting with a Walking Bus please get in touch.

If you have any questions do not hesitate to reach out.

Thank you!



WALKING BUS

**We are looking for
volunteers to help
walk children to
school!**



For More Information

Email:

Volunteer Poster Template

Add school name to top of poster and school or Walking Bus Coordinator email

Volunteer Information Sheet

Share the below information sheet with parents/carers to explain what a Walking Bus is and how they can participate.

What is a Walking Bus?

A Walking Bus is a group of children who walk to school supervised by at least two adults. Children and adults wear high-vis vests and walk along a designated route, to ensure adequate safety. The starting point for a Walking Bus is located approximately 10-15-minute walk away from school. The starting point of a Walking Bus can also include a "Park and Stride" which is a location with adequate parking or a car safe drop off point for those who live too far away from the school to walk. At a "Park and Stride" families can quickly and safely drop their children off to join the Walking Bus and it provides children who would be unable to walk to school the chance to complete at least part of their journey by foot. Also, reducing congestion at school gates. The Walking Bus leaves from the designated starting points and walk to school stopping at additional drop off points to pick up additional children. These stops along the route can pick up children who have walked to the collection point or can include additional "Park and Stride" stops.



What are the benefits of a Walking Bus?

- > Guaranteed exercise
- > Improves mental and physical health
- > Builds confidence and social connections
- > Children arrive more alert, focused and ready to learn
- > Supports connecting with nature and spending time outdoors
- > Works toward climate action
- > Reduces traffic congestion
- > Lowers air pollution levels
- > Promotes opportunities to create a safer and cleaner environment

How can children join the Walking Bus?

Once a Walking Bus has been created, a start date will be announced. Those who drive or walk to school can drop their children off at the start of the Walking Bus. A map of the route and a timetable of the bus will be shared with parents/carers.

How can I support the Walking Bus?

You can support the Walking Bus by encouraging children to take part, walk with the children alongside the Walking Bus, or volunteer to act as the 'driver' or 'conductor' leading the walk.

If you wish to sign up to act as a driver, conductor or support volunteer you will be asked to fill out a volunteer sign up form and commit to the following:

- Agree to commit to a rota to serve as a driver, conductor or support volunteer
 - o Commitment amount will be based on need and number of volunteers
- Enforce safety guidelines and monitor children walking to school
- Arrive on time
- Encourage use of high-vis vest or bright coloured clothes
- Agree to complete an AccessNI check
- Provide contact information to other volunteers and school staff
- Follow ratio guidelines
- Report any incidents to school staff, other volunteers and child parents/carers as appropriate
- Provide enough notice to other volunteers if you are unable to attend assigned rota

Volunteer List

The Walking Bus Coordinator can use this table to keep track of volunteer registration.

Name	Contact Number	Availability	Access NI Check	Other Information
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	

Volunteer Sign Up Form

All volunteers must complete this form prior to starting

I _____ agree to serve on a rota of volunteers for the Walking Bus. I agree to following all safety guidelines and volunteer role requirements outlined below.

Volunteer Role

- Agree to commit to a rota to serve as a driver, conductor or support volunteer
 - Commitment amount will be based on need and number of volunteers
- Enforce safety guidelines and monitor children walking to school
- Arrive on time
- Encourage us of high-vis vest or bright coloured clothes
- Agree to complete an AccessNI check
- Provide contact information to other volunteers and school staff
- Follow ratio guidelines
 - Ratio for children aged 4-8 years is one adult for every six children
 - Ratio for children aged 9-12 years is one adult for every eight children
- Report any incidents to school staff, other volunteers and child's parents/ carers as appropriate
- Provide enough notice to other volunteers if you are unable to attend assigned rota

I am available:

Day	Availability
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	

Contact Information: _____

Phone Number: _____

Emergency Contact: _____

Signature

Date

Volunteer Rota

Use this schedule to ensure the Walking Bus is adequately supervised.

Walking Bus Rota

Start Location & Time: _____

Stops: _____

Week 1

	Driver (Front)	Conductor (Back)	Other Volunteers
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

Week 2

	Driver (Front)	Conductor (Back)	Other Volunteers
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

Week 3

	Driver (Front)	Conductor (Back)	Other Volunteers
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

Week 4

	Driver (Front)	Conductor (Back)	Other Volunteers
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			

Walking Bus Passenger List & Daily Attendance (optional)

This list can be used to keep track of which children are registered for the Walking Bus; it can also be used daily to keep track of attendance of those picked up. This is optional to include.

Date:

Child Name	Permission Slip	Assigned Pick Up Point	Picked Up	Notes
	<input type="checkbox"/>		<input type="checkbox"/>	
	<input type="checkbox"/>		<input type="checkbox"/>	
	<input type="checkbox"/>		<input type="checkbox"/>	
	<input type="checkbox"/>		<input type="checkbox"/>	
	<input type="checkbox"/>		<input type="checkbox"/>	
	<input type="checkbox"/>		<input type="checkbox"/>	
	<input type="checkbox"/>		<input type="checkbox"/>	
	<input type="checkbox"/>		<input type="checkbox"/>	
	<input type="checkbox"/>		<input type="checkbox"/>	

Part 2 Promote the Walking Bus:

- Set a date to launch the Walking Bus.
 - Consider special incentives, decorations or people that can be included to make the launch day special and different from any everyday walk to school
- Use the Walking Bus Promotional Poster Template to advertise the Walking Buses or have the children make their own posters.
 - These can be printed and hung around the school, shared via the school's newsletter, social media and sent home with children.
- Promote the Walking Bus to children.
 - Optional: Register children by obtaining student safety pledges and parent/carer permission forms.
 - Optional: Create an information sheet to be sent out to teachers, volunteers, and parents/carers, which will include: a map of the route, dates, start location, and pick up times at each stop.

What other resources might you need?

- Stop and Go Paddle for use by walk volunteers (optional)
- High-vis vests for pupils and adults taking part in the Walking Bus.
- Incentives for pupils to encourage uptake, such as stickers or key rings . (optional)



Belfast
A World Health Organization
Healthy City

WALKING Bus



QUESTIONS:

PLEASE CONTACT THE SCHOOL FOR MORE
INFORMATION

Walking Bus Promotional Poster Template

Add the school's name to the top of the poster and in the box indicate the start location, day and time of the Walking Bus.

Student Safety Pledge (optional)

I _____ agree that I will follow the Walking Bus rules each morning and listen to the supervisors.

I will:

- Walk not run in pairs away from the kerb
- Look both ways before crossing
- Encourage use of high-vis vest or bright coloured clothes
- Listen carefully to instructions
- Behave carefully with my classmates
- Do not use a phone, toys or other distractions while walking
- Be respectful of all other children, parents/carers, leaders, neighbours and neighbourhoods
- Enjoy being outdoors, exercising my body and spending time with friends
- Encourage my classmates to join me on the Walking Bus

Student Signature:

Parent/Carer Permission Slip (optional)

All parents/Carers must hand in a permission slip for each of their children for them to participate in the Walking Bus.

My child has read and signed the safety pledge.

I _____ give permission to attend the Walking Bus. I understand that my child/ren must be on their best behaviour and failure to do so may result in withdrawal from the Walking Bus. I agree that my child is walking at their own risk and that my child/ren journey to school remains my responsibility despite my permission for them to participate in the Walking Bus. I agree to arrive on time and recognise that a Walking Bus follows a strict schedule and does not wait for late arrivals.

Child Name: _____

Year: _____

Emergency Contact (optional): _____

Medical Information (optional): _____

Parents/Carers Signature

Date

Part 3: Initiate the Walking Bus

- Use the Check List to ensure all tasks have been completed prior to starting the Walking Bus.
- Host a special day to launch the Walking Bus.
- Promote and generate excitement for the day.
- Conduct a final risk assessment of the route close to the day.
- Make sure all forms, supplies and volunteers are ready to go.

To Maintain the Walking Bus:

- Regularly promote uptake of the Walking Buses via the school's social media and website.
- Optional: Use one of the Daily Walking Bus Assessment sheets on a regular basis to obtain an ongoing evaluation of the effectiveness of the Walking Bus.
- Maintain excitement to keep high uptake of the Walking Bus.
 - Inviting local media outlets and political leaders to join the Walking Buses and raise awareness
 - Bring local police, councillors or media to a Walking Bus Day
 - Have activities along the route to generate excitement from children
- Offer incentives for children who participate.
 - Incentives For Children:
 - Optional: Use Student Certificate to reward students who participate
 - Stickers
 - Theme Days (Walk to school week) (Wear blue day etc.)
 - Ticket cards for no homework or prize
 - Class competitions
 - Student Safety Officer Programme

Checklist

Ready to go when:

- Safe Route Created
- Route Assessment Conducted
 - o After route is created
 - o 1-2 days prior to start
 - o On going as needed
- High-Vis Vests
- Stop and Go paddle obtained (optional)
- At least 2 adult volunteers confirmed
- Volunteers complete Walking Bus Volunteer Training (optional)
- Volunteer agreement signed
- Volunteer rota established
- Volunteers AccessNI completed
- Parent/carer permission slips obtain (optional)
- Student Safety Pledges Signed (optional)
- Passenger List Created (optional)
- Walking Bus schedule decided
- Walking Bus has been promoted to school staff and families (on going)
- Establish plan for ongoing monitoring and evaluation



CERTIFICATE OF COMPLETION



THIS IS TO CERTIFY THAT

HAS JOINED THE WALKING BUS

FOR SCHOOL TERM _____



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Principal



Belfast
A World Health Organization
Healthy City

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