

## TRAVEL RESTRAINT POLICY

### Rationale:

- Safe and legal student travel is of vital importance in order to prevent student injury and ensure the staff at Belvoir are abiding by current VicRoads regulations.

### Aims:

- To ensure that staff are aware of current VicRoads restraint regulations.
- To ensure all students are seated with the appropriate restraints.

### Implementation:

By law, the driver is responsible for ensuring that all passengers are restrained correctly. The road rules in Victoria require the following:

- In cars or buses with **12 seats or less**, any student aged less than 7 years must travel in a forward facing booster seat or approved child restraint with sash belt (not lap belt).
- In cars or buses with **12 seats or less**, children 7 years and over whose shoulders are below the shoulder height markers on the booster seats are encouraged to be seated in a booster seat or approved child restraint with sash belt (not lap belt).
- In buses with **more than 12 seats** students are not required to sit in booster seats however this is recommended wherever practical if they are under 7 years of age or their shoulders are below the shoulder mark height shown on the booster seats.
- Groups of students with children under 7 years should take priority for the buses that have more lap-sash seat-belts (Diesel Ace).
- The current booster cushions are no longer manufactured but are still legal to use. VicRoads recommends the use of approved booster seats with high backs and side wings. These are available for use from the office. These booster seats do not have tether/anchor points. They will need to be positioned on a seat with a sash belt.
- Any booster seat provided by parents or external agencies that comes with a tether-strap/anchor point **must** be anchored to a child restraint anchorage point within the bus.
- Buckle guards or harnesses cannot be used unless formally recommended by an Occupational Therapist. Documentation must travel with the student and a belt cutter must be available in the glove box. Any staff members not familiar with these devices can ask for instructions from the referring Occupational Therapist.
- Some wheelchairs are not crash tested and designed for travel. It is the responsibility of staff to ensure wheelchairs are suitable for travel before any planned trip.
- Students in approved wheelchairs must be restrained correctly when travelling in buses. Australian Standards (AS/NZS 10542) state the following in regards to travelling in a vehicle for approved wheelchairs:
  - Wheelchairs must be forward facing
  - Wheelchairs must have enough space around them to allow access for an escort , and provide sufficient space to prevent the wheelchair occupant from hitting the person next to them in an accident
  - A minimum of 4 wheelchair tie down restraints (AS/NZS 10542 compliant) should be used to firmly anchor wheelchairs to the floor of the vehicle. These must attach to the base of the wheelchair, not the wheels or footplates.

The wheelchair occupant must have **a separate occupant restraint system** (in addition to the wheelchair restraints) which is anchored to the vehicle as part of the approved wheelchair restraint system (e.g. separate lap belt). These lap belts must be anchored behind and below the seat of the wheelchair and pass between the wheel and the wheelchair and under the arm rest. NOTE: Pelvic belts or other postural supports that are part of the student's wheelchair are **not** vehicle occupant restraints.

- Any unoccupied wheelchair or stroller must be safely stowed during trips. Brakes must be engaged and strollers/wheelchairs stowed firmly where they cannot cause injury in the event of an accident or near-miss.
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Anale of restraint refer AS/NZS 10542



Separate belt correctly placed

### **Evaluation:**

This policy will be reviewed every year as part of the School's three year review cycle.