

## SCHOOL TRANSPORTATION TERMS & CONDITIONS

1	Parents agree to clear with the transport incharge, the pick up / drop off time as well as the designated pick up / drop off points of the children. This should be done at the beginning of each academic year. The buses have designated pick up and drop off points and the school cannot guarantee service to and from the students' residence though it shall be provided wherever possible.
2	Parents shall ensure that the child remains available at the pick up point well before the arrival time of the designated school bus. Due to traffic concerns, buses cannot wait beyond the designated pick up time. <b>Missed calls are only to be expected if the bus reaches earlier than the given time</b> , caretakers are not required to nor expected to provide missed calls otherwise.
3	In the event of Parent(s) or the designated guardian not being available at the drop off point at the said time to collect the child / children, he/she/they will be brought back to school and it will be the responsibility of the parents to collect their ward from the school.
4	Any changes made in the route of the bus will be communicated by the school to the parents beforehand.
5	Changes in address and telephone numbers should be communicated to the school immediately. However, the school is not obliged to re-route the bus to the new address if in the opinion of the school such a change will affect the timings of other children.
6	Pupils must be well behaved on the bus and must accept the authority of the driver and the caretaker. Children routinely misbehaving on the school buses will be strictly reprimanded and in case of repeated misbehaviour may be deprived of the school bus facility at the discretion of the school management.
7	Students are not allowed to eat, drink or chew gum in the bus.
8	Damage caused to the interior of the school bus will be charged to the student responsible.
9	Parents should not communicate directly with the bus drivers or caretakers of their child's/children's bus, with regards to any temporary or permanent change in the mode of transportation from school. Such requests are to be routed <b>ONLY</b> through our transport In-charge or through the school reception, maximum by 10:30 A.M on the same day the change is to be in effect. Calls made after this time would <b>Strictly</b> not be entertained for effect on the same day.
10	For quick and satisfactory resolution, all matters of emergency should be brought to the attention of the Reception or the Transport In charge only.
11	In case of permanent or temporary discontinuation of the school transport facility, a letter of discontinuation has to be addressed to the transport incharge.
12	Under no circumstances are Parents allowed to ride in the school bus.
13	All bus students are provided bus cards at the beginning of the year and required to wear their cards at all times while travelling on the bus, during home time and in the morning at pick up time. In the absence of the bus pass the school can deny access to the transportation service.