

STUDENT INFORMATION

Student's name:

Sibling details (if any):

Class: Parent's mobile number: *(If nobody arrives to pick up your child then the Bus Monitor will call the above numbers)*

Pick-up point (please tick): District 7 Tao Dan Park District 2 Dam Sen Park

Bus start date:

Pick-up address: Drop-off address: Same as the pick-up address
 Other, please specify

Please note if you would like to stop using our bus service, please fill in the Bus Cancellation Form and notify us immediately.



SCHOOL BUS SERVICE REGULATIONS

Conduct

- Students must abide by the direction of the Bus Monitors at all times.
- When on the bus, everyone must remain seated and wear a seatbelt at all times.
- The school's Positive Behaviour Policy must be followed at all times.
- Food and drink (other than water) should not be consumed on the bus.
- Windows must remain shut unless opened by the Bus Monitor or driver.
- Be respectful to others

Morning

Students should be ready to be collected when the bus arrives at their house/pick-up place. Unfortunately, with many others to collect, the bus is unable to wait for lengthy periods (max 2 min).

Afternoon

When being dropped at home/drop-off point, students must exit the bus sensibly and then follow the bus monitor's instructions. Students are to be received by either their parents or their house staff.

Contact

- If the bus is unexpectedly delayed for more than 15 minutes the Bus Monitor will contact parents to advise on the amended schedule.
- Parents must inform the Bus Monitor, or Bus Leader through tel: **028 377 33 171** - ext: **213** in advance if their students will not use the bus service on any occasion. This includes occasions when a parent may take their children from school when they would usually travel home by bus.
- Parents may contact the Bus Monitor or Admissions Officer with any questions or concerns.

I fully understand that this request form does not guarantee my child a place for this bus service until the bus service fee has been paid in full.

Parent's Signature:

Parent's Name:

Date:



When parents submit the Bus Cancellation Form, the refund (if any) is applied based on the Withdrawal Policy and processed in the last school day of each term.

STUDENT INFORMATION

Student's name:

Class:

Sibling details (if any):

Bus number:

Expected bus cancellation date:

Parents provide the bank account details in case if any refund from school:

Parent's signature:

Parent's name:

Mobile number:

Date:

FOR ADMISSIONS

Received by:

Signature:

Date received:

FOR BUS LEADER

Received by:

Signature:

Date received: