

School Transport Agreement

I, SANKARGANESH SAMBANDAM, wish to avail school transport w.e.f. 05-04-2022 for my child/children, studying in the THE CENTRAL SCHOOL whose details are furnished below:

Sl No.	Student Name	Admission No.	Class & Div.	Location
1	AJAY SANKARGANESH	13505/22	KG-1	MARKAZ ROAD SHJ
2	SANJAY SANKARGANESH	12003/20	SECOND	MARKAZ ROAD SHJ

Terms and Conditions:

General Terms	
1. This is a contract for availing the transport facility every year and accordingly pay annual fees due. In case of starting in between the year, first year fees will be due till the end of the relevant academic year.	5. It is the responsibility of the parent to ensure that their children are at the pick-up point at least five minutes before the designated time. Buses will not leave from collection points ahead of schedule. However, buses will not be able to wait at pick-up/drop-off points after the scheduled time. Inclement weather and traffic delays may cause delays to scheduled times.
2. All applicable safety protocols will be strictly adhered while using the school transport.	6. If a parent has a query relating to the bus service, the first point of contact will always be Transport Manager and then the Administration Manager at the school. Parents will ensure any discussions will be respectful and cordial, in line with Education Regulatory Body Parent Contract expectations, to ensure an appropriate resolution is found. Parents will liaise directly Transport administration department and not with the Driver, Bus Guardian, another parent or any other child on the bus regarding any issues.
3. The parent will accompany the student to the Pick- up point and be available at the designated drop off point at the stipulated time.	7. A separate behaviour management policy will be applicable to students while using transport. Violations, if any, will be dealt with disciplinary measures including cancellation of the school transport facility.
4. If parent / guardian is not available at the designated spot for disembarking the child, he/she will be brought back to school and it will be parent / guardian responsibility to pick their ward from the school as per the school transport policy.	
PAYMENT OF FEES	
8. The school Transport fees are taken term-wise and full payment for each term must be made irrespective of the number of school days in any given month or student's bus usage. The fees will be paid through the school before the 1st of the first month for the relevant term / instalment, ie 1st April, 1st Sept, 1st Nov and 1st Jan for instalment numbers 1, 2, 3 and 4.	10. Fees are calculated term wise and there will be no refund for any unexpired period of that term.
9. Before the child boards the bus on day 1 of using the bus facility, the child/parent should bring the proof of fees payment and the agreement signing confirmation. The same is to be shown to the conductor before the child boards the bus.	

CHANGE OF DESTINATION	
11. Under no circumstances, the child will be dropped in other destination, than the designated drop-off point, unless the request has been made in advance of 24 hours and the same has been pre-approved by the Transport Manager. Further the parents / guardian agree not to directly contact the driver and/or bus attendant to pick up or drop their child at any location other than the designated place.	13. In case of change in address/location, parent will inform the transport section and may seek prior approval for new location depending on the seat availability on the revised route. The change will be effective only upon the onfirmation of the transport section.
12. The parent should submit the application for change of location / cancellation of the transport facility at school office along with the child's transport ID and the parent/guardian ID.	14. All IDs issued are to be returned for change of location or in case of approved cancellation. Lost and replacement of child's ID and the parent/guardian ID cards will be charged at AED 20/- per card.
TERMINATION	
15. In the event of temporary discontinuation on medical grounds (student parents and or child), a letter must be submitted along with the medical reports and for the Management consideration and approval.	17. The facility of cancellation is available except for the months of March, June and December.
16. This contract cannot be cancelled in between the academic year. However, in case of termination of facility in between the year for any reason, the same cannot be re-started till the end of the academic year.	18. In case of cancellation of Transport, the parent will inform the Transport Manager one month in advance and submit the duly completed transport cancellation form, else the fees for the next instalment will be payable.

STUDENT BUS BEHAVIOUR CODE

Do's :

- Wear a face mask at all times.
- Travel by your designated school bus.
- Be on time for pick up and departure.
- Make sure the road is safe before crossing the street.
- Stay at least 10 steps away from the school bus and make sure the Bus Driver can see you.
- Avoid the danger zone areas surrounding the bus.
- Cooperate with the Bus Guardian for temperature checks.
- Scan your RFID card when boarding and getting off the bus.
- Sit in the designated bus seat as advised by the Bus Guardian.
- Keep your seat belt on for the entire journey.
- Remain seated until advised by the Bus Guardian.
- Always face forward when seated.
- Keep the aisles and walkway clear at all times.
- Be courteous and follow the Bus Guardian and Bus Driver's instructions.
- If you feel unwell, immediately report to the Bus Guardian or Bus Driver.
- Use electronic devices responsibly and report any misuse to your Bus Guardian or Bus Driver.
- Take your personal items with you when you leave the bus.

Don'ts :

- Stand while the school bus is moving.
- Sit on a restricted seat.
- Distract the Bus Driver.
- Shout or be disrespectful towards others.
- Bring friends onto the bus without written permission from Transport Manager at the School.

- Eat or drink (except water) on the bus.
- Throw objects of any kind in the bus.
- Place anything on the windows of the bus.
- Damage the bus in any way.

This is a perpetual contract until specific cancellation and any changes in this contract will be duly informed to the parent/guardian. The registering parent / guardian remains responsible for ensuring that these terms and conditions are complied with by their registered bus user child / children at all times. I have read the above terms and conditions and I agree to abide by it.

I hereby declare that the information given in this application is true and correct to the best of my knowledge and belief. In case any information.

Declaration:

SI No.	Student Name	Admission No.	Class & Div.	Location
1	AJAY SANKARGANESH	13505/22	KG-1	MARKAZ ROAD SHJ
2	SANJAY SANKARGANESH	12003/20	SECOND	MARKAZ ROAD SHJ

I SANKARGANESH SAMBANDAM agree upon the above mentioned conditions. I do understand that this contract is drafted based on the transport status. If any further changes are approved from KHDA, the revised fee will be shared with me and I am liable to pay the difference accordingly.

This contract has been agreed on 05-04-2022